



17400 State Route 22, Berlin, NY 12020 | P.O. Box 259 Berlin NY, 12022  
 Phone: 518-658-1500

## Letter of Intent to provide Home Instruction

Parents or other persons in parental relation to a student of *compulsory* school attendance age shall annually provide written notice to their superintendent of schools of their school district of residence of their intention to educate their child at home by July 1st of each school year. The school year begins July 1st and ends June 30th for all purposes within this section.

Please complete the following information **and return this first page by April 1st, signed** to the Berlin Central School District at the email or street address listed below.

Berlin Central School District  
 PO Box 259  
 Berlin, NY 12022  
 Attn: Geoffrey Proper

[Email: gproper@berlincentral.org](mailto:gproper@berlincentral.org)

<b>School Year</b>		<b>Home District</b>	
<b>Student Name</b>			
<b>Student Date of Birth</b>		<b>Student Grade Level</b>	
<b>Student street address</b>			
<b>City/Town</b>		<b>Zip Code</b>	

<b>Parent(s)/Guardian(s) name(s)</b>	
<b>Parent(s)/Guardian(s) phone number</b>	
<b>Parent(s)/Guardian(s) email address</b>	
<b>Signature(s) indicating your intent to provide home instruction for the student listed above.</b>	

*Compulsory age:* Home-schooled students are required to comply with NYS home instruction regulations starting no later than the school year in which they will be 6 years old by December 1, through the end of the school year in which they turn 16 or 17 years old depending on the local school district's regulation.