

Annual Assessment - Written Narrative

Grades K-8 Only

School Year _____

Important Guidelines

- **This form is for Grades K-8 only.**
 - Students in grades K-3 may use this form each school year.
 - Students in grades 4-8 must submit a standardized test every other year; written narratives are allowed in alternate years. For example, you could use a written narrative evaluation in grade 4 but would need to use a standardized test in grade 5, and so on.
- **Students in grades 9-12 cannot use this form and must submit a standardized assessment every year.**
- The narrative may be written by parents, individuals listed on the Individualized Home Instruction Plan (IHIP), a New York State-certified teacher, a home instruction peer group review panel, or a tutor/instructor.
- **Submission:** The written narrative is due on **June 30th**. Submit it as a PDF in a separate email to homeschool@schools.nyc.gov with the subject line: Annual Assessment, your child's name, and NYC Student ID Number (if available).

| STUDENT INFORMATION (one student name per page) | |
|---|-------------------------|
| Last name: | First name: |
| Grade level: | NYC ID #: (if known) |
| Total Hours of Instruction this Year: | |

My child has made adequate academic progress in all subjects as noted in the IHIP and has met the required hours of instruction as per [NYSED Commissioner's Regulation Part 100.10\(h\)\(2\)\(iii\)](#),

Highlights of the year include:

Name of the person who prepared the written narrative: _____

Signature: _____

Date Submitted: _____