

Prince William County Public Schools

Home Language Survey (HLS)

Directions for Parent / Guardian: Please enter a complete and accurate response for each number 1 through 11, using Not Applicable (N/A) when needed. If you have a question, please contact a staff member, who will be happy to help. PWCS offers free language support. Say your language, or point to the Language Assistance Poster.

Student's Name (First, Last): _____ **Date of Birth:** _____

For questions 1-5, write all applicable languages:

1. **What was the first language your child spoke?** _____
2. **What language, other than English, does your child speak?** _____
3. **What language, other than English, does your child understand?** _____
4. **What language, other than English, is routinely used in the home?** _____
5. **In which languages do you prefer to receive communication from the school?**
Please respond for both verbal and written: Verbal: English or other _____ Written: English or other _____
(please specify) (please specify)

For Questions 9 and 10, please use school records, if available:

6. **Country of Birth** _____
(same as entered on Registration Form)

9. **Did the student attend schools in the U.S. previously? Yes / No**

If Yes, Date of original Entry into U.S. Schools _____
 If No, Registrar will enter expected first date of attendance in PWCS _____

7. **Original Date of Entry into the U.S.A.** _____
(if born outside the U.S.A.)

10. **Did the student attend public schools in Virginia previously? Yes / No**

If Yes, Original Date of Entry into Virginia public schools K-12 _____ (date)
 If No, Registrar enters expected first date of attendance in PWCS _____ (date)

8. **Date of Most Recent Entry into U.S.A.** _____
(if applicable)

11. List ALL Schools Previously Attended

School	Country / State	Grade Level	Dates (Start/End)	School Records Provided Yes/No

Name of parent/guardian who completed the form _____ **Relationship to Student** _____
(Please print first and last name)

Parent/guardian signature: _____ **Date** _____

Federal regulations require school systems to survey every student at the time of enrollment regarding the student's home language and other languages the student may speak and/or understand. This form meets requirements of the Equal Educational Opportunity Act 20 USC 1703 for identification of national origin minority children. Based on this survey, a student may be assessed, as required by federal regulations, for English language proficiency.

OFFICIAL USE ONLY: TO BE COMPLETED BY OFFICE STAFF (please print) **OFFICIAL USE ONLY: TO BE COMPLETED BY OFFICE STAFF**

Form reviewed for completion and accuracy by:
PWCS staff member _____ **Title** _____ **Date** _____ **School/Office** _____

Home Language Survey forms are available at pwcs.edu, within the Translations Library. Circle the language provided to the family:

English, Spanish, Urdu, Arabic, Vietnamese, Farsi, Korean, Bengali, Amharic, French, Tagalog, Mandarin Chinese, Nepali

Print Name of Person or Company providing interpretation services: _____ **Specify Language** _____

Routing: School Registrar Instructions	Routing: Central Registration Services (CRS) Instructions
If a language other than English is indicated in questions 1, 2, or 3 provide a copy of the Home Language Survey and Base School Verification Form to Central Registration Services <i>Immediately</i> . Sent to CRS at Ann Ludwig or Stonewall Middle <i>(circle one)</i> Date Sent to Central Registration Services _____	Date Received by CRS _____ Initials _____ Date sent to Dept. Chair / Lead Teacher _____ <hr/> Home Language Identified in SMS Dates updated in SMS _____ / _____ / _____
Home Language Identified in SMS _____ Note: If school registrar completes the home language fields in SMS, please use guidance provided in PowerSchool SMS Training and Enrollment Manual.	<input type="checkbox"/> Updated HLS sent to Registrar for placement in File #1 and File #6 (used in cases when CRS does not have the original files)