

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 10, using Not Applicable (N/A) when needed. If you have a question, please contact a school or office staff member who will be happy to help. Prince William County Public Schools (PWCS) offers free language support. If you are in need of a language other than English, please let us know the language or point to your language on the Language Assistance Poster.

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

For questions 1-4, write all applicable languages:

1. **What is the language that the student first acquired?** _____
2. **What is the language most often spoken by the student?** _____
3. **What is the primary language used in the home, regardless of the language spoken by the student?** _____
4. **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 8 and 9, please use school records, if available:

5. **Country of Birth** _____
(same as entered on Registration Form)
6. **Original Date of Entry into the U.S.A.** _____
(if born outside the U.S.A.)
7. **Date of Most Recent Entry into U.S.A.** _____
(if applicable)
8. **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 _____
9. **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)

10. 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 _____ (Please print first and last name)
Relationship to Student _____
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)

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: 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 Woodbridge or Manassas (<i>circle one</i>) Date Sent to CRS _____	Date Received by CRS _____ Initials _____ Date sent to Dept. Chair/Lead Teacher _____ 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)