Family completes Home Language Survey (HLS) 
ESL Policy # 3.207

Any response indicating a language other than English: 
Student is directed to the International Student Registration Center at the EL Office for complete registration and assessment.

All responses indicate English: 
Student is classified as English native and is registered and enrolled at the Enrollment Center site. If student was born outside the U.S., fax HLS to EL Office: 615-214-8655

Student is administered the State-approved WIDA ACCESS Placement Test (W-APT)

Student scores Limited English Proficiency: 
Student is eligible for EL Services and is placed in EL Program. Student is identified as Active EL.

If student is in grades K-8, s/he will be fully enrolled at the EL Office and can report directly to the school.

If student is in high school, s/he must report to the Enrollment Center site at the assigned high school for grade placement and enrollment.

Parents may refuse services and request a waiver. Student is identified as Refused and will not receive EL services. They are always given the option of re-entering their child into the EL Program.

*Note: Student will have to continue to take the State mandated exam each year until s/he shows proficiency in English.