

## Sample Letter of Intent

Mr. and Mrs. James Smith  
123 Our Street  
Our Town, KY 42000  
August 1, 2007

Superintendent  
Your School  
123 Your Street  
Our Town, KY 42000

Dear Superintendent,

This letter is to inform you that we will home school our children, listed below, during the 2007-2008 academic school year pursuant to all the applicable Kentucky Revised Statutes.

<u>Names</u>	<u>Ages</u>
James Smith, Jr.	14
Sarah Smith	10
Anne Smith	8

Our school is located in our home, at the above address.

The school administration, on behalf of the students enrolled therein, expressly prohibit the release of any and all information contained in this notice, including directory information as defined in 20 U.S.C. § 1232g (a)(5)(A), without the prior written consent of parents of the students or of students who have reached the age of majority. See 20 U.S.C. § 1232g (a)(5)(B).

Thank you,

James Smith  
Jenny Smith

**\*\*\*\*\*It is best to send this letter via certified mail, return receipt requested. Keep the returned receipt in your files as proof that you sent the Letter of Intent. Do not send additional information like test scores, social security numbers, etc.\*\*\*\*\***