

Review of Applications

If you have written an exemption application you would like me to review, please note the following:

- 1) The application can be emailed to me at cynthiahancox@actrix.co.nz. It needs to be in either Word, PDF, or Google Docs format. I cannot open pages (Mac) documents. Word is my preference.
- 2) Payment can be made to my account: 020704-0003699-007 (or -07 if your bank uses 2 digit suffixes). The cost is \$50 to review, or \$40 if you have purchased my guide and not yet used the \$10 discount voucher. If I am reviewing multiple applications for your family at the same time, the charge for each extra child's application is just \$10 each. If you wish for me to edit for typos while reviewing, there is an additional charge of \$10 per application. However, if substantial editing is required, it will be charged at \$25/hour, as will editing requested to be done after the initial review.
- 3) Reviews will be booked in the order in which the applications and payment have been received. Sometimes this will be within the same week, but typically they will be completed in the following week. Eg an application received this week will be reviewed next week (if space available).

Concerned about the delay in getting the review done? A couple of things to consider:

- You can just send your application into the Ministry without a review. If they require further information, they will let you know, and you have up to 4 weeks to respond before your application lapses. I do provide a service where in such situations I can then review your application and guide you in regards to what is needed to satisfy the Ministry's requirements. The cost is the same as the above, except that the \$10 discount does not apply. You are welcome to come to me for help in such a case at that point (note that if I have reviewed the application first and you still get asked for more info, I provide this additional guidance free of charge).
- If you prefer to wait and get the review done, then have a read of this information about what can/can't happen if your child is not attending schools while waiting on the processing of an application: [Truancy and the Home Educator - Cynthia Hancox.com](http://www.cynthiahancox.com/truancy)

Also, if you have written an application without the use of my guide, then I would recommend you do consider purchasing and reading it – this may help you either ensure no significant gaps on your own, so you can more confidently send your application to the Ministry with or without a review, and/or will ensure your application is at a point where my review and subsequent suggestions will not take as much additional work from you before it's ready to send in. The guide is available from:

www.cynthiahancox.com/homeschooling.html