A. What is required?
Parents are required to meet twice a year with a Home Instruction reviewer. During this conference, the parent shares specifics about the student’s home instruction by presenting a portfolio. The purpose of the portfolio, as outlined in COMAR, is to document the curriculum, materials used, and samples of the student’s school work.

B. How do I sign-up for a review?
Home Instruction reviews are conducted twice during the first semester (fall/winter) and once during the second semester (spring). Parents may choose either fall or winter for their first semester review. Many of our parents new to Home Instruction prefer the fall review to confirm that they are on the right track. All parents are required to attend a second semester review in the spring.

Reviews are conducted at various libraries throughout the county, at the Board of Education Parham Building, and at the Ft. Meade Youth Services building. Appointments are scheduled online, using Sign-up Genius. This is a user-friendly application which allows parents to make their own appointments. An email is sent to inform parents when appointments are being accepted. Parents without email accounts will be informed via letter.

C. What do I bring?
Parents are asked to bring a portfolio which often consists of a binder divided by subject: English/language arts; math; social studies; science; health; physical education; art; and music. (High school students may substitute other electives for P.E, art and music.) In order to demonstrate regular, thorough instruction, the following relevant documents may be included:

- brief description of the curriculum (course description/units of study/course objectives)
- list of materials used (textbooks; workbooks; literature; web sites)
- samples of student work such as writings, worksheets, workbooks, creative materials and tests/quizzes (approximately one per week, per subject)

NOTE: When documenting skills and activities that are not conducive to pencil and paper assignments, (e.g. physical education, music, cooking, field experiences) consider the inclusion of performance artifacts and reflections. Photos on a cell phone are an excellent way to capture engagement. Additionally, parents may also keep logs to document when participation in an activity occurred.