



# PARADIGM HIGH SCHOOL

A Different Kind of Think!

## Homeschool Portfolio Evaluation

Following this simple outline will assist you in preparing your portfolio for assessment. Students will automatically receive pass or fail grade for portfolios turned in to the counseling department. If you would like a grade, rather than pass or fail you must have a mentor evaluate your work. There is a 50 dollar fee for mentor evaluations. Please contact the counseling office with any questions.

**Portfolio of validation/evidence** – Each course will be assessed individually. For each course we require a portfolio of validation/evidence that adequately demonstrates that the student put forth the effort and mastered the material of the course. It could include such items as a letter from an outside instructor, sample work, photographs, field trip itineraries, essays, tests, CLEP test results, ticket stubs, evaluations, and so forth.

**Cover Letter** – Each course also requires a cover letter that includes the following:

- **Course description** – This is the name of the course, such as: Early American History, World Geography, Beginning Art, etc.
- **Objective** – This briefly describes the content and goals of the course. What material was covered? What were the purposes and goals of the course?
- **Expectations** – Briefly explain what credit you hope to receive through the completion of the course. For example: “To earn 1.0 credit for Earth Science.”
- **Resources** – What sources were used to learn the course? Which books were studied?
- **Method for learning the course** – What was the method used to learn the course? For example: “Student participated in a study group where they read and discussed classics. Students wrote essays on a relevant theme for each work.”
- **Methods of evaluation** – How did you assess that the student adequately put forth the effort and mastered the material of the course?
- **Time evaluation** – A student is required to participate in 120 hours of instruction and study time for each credit hour. (60 hours for each 0.5 credit hour). To assess the required time you may submit a daily log or summarize a basic schedule for learning such as: “We worked on math 3 days a week for 1.5 hours each day for 30 weeks (3 X 1.5 X 30 = 135 hours).”
- **Assessment Rubric Evaluation** – Here you assess the student’s academic mastery as well as effort put forth for the course. We prefer unbiased outside sources for evaluation wherever possible. For example: a supervisor, gym coach, art teacher, piano teacher.
- **Portfolio Items** – Here you may explain what materials you are including in your portfolio of validation/evidence and how it demonstrates that the student put forth the effort and mastered the material of the course.