

Homeschool Testing Checklist

From Preparation to Filing

This checklist is designed to help homeschool parents handle testing **step by step**, without stress or confusion. Use it to plan, prepare, test, and file with confidence.

☒ Step 1: Confirm Your State's Homeschool Testing Requirements

- ☐ Identify your state's homeschool law
- ☐ Confirm whether testing is:
 - ☐ Not required
 - ☐ Required at certain grades
 - ☐ Optional in place of an evaluation
- ☐ Check official sources:
 - ☐ State Department of Education
 - ☐ State homeschool statute
 - ☐ Trusted homeschool organizations (e.g., HSLDA)
- ☐ Note deadlines for submission (if required): _____
- ☐ Confirm what must be submitted:
 - ☐ ☐ Test scores
 - ☐ ☐ Evaluation letter
 - ☐ ☐ Parent report

- ☐ ☐ Records kept only at home

☒ **Step 2: Choose an Approved Standardized Test**

- ☐ Verify the test is accepted by your state (if applicable)

- ☐ Choose test format:

☐ Online

☐ Paper

- ☐ Confirm administration method:

☐ Parent-administered

☐ Online platform

☐ Proctored (if required)

- ☐ Selected test name: _____

- ☐ Subjects included:

☐ Reading

☐ Language Arts

☐ Math

- ☐ Testing window or date planned: _____

☒ **Step 3: Prepare Your Child for the Test**

- ☐ Explain the purpose of testing (information, not judgment)

- ☐ Practice with realistic test-style questions:

- ☐ Multiple-choice format
- ☐ Reading passages
- ☐ Math word problems

- ☐ Review test-taking basics:
 - ☐ How to choose the best answer
 - ☐ How to skip and return to questions
 - ☐ How to pace calmly

- ☐ Focus practice on core subjects:
 - ☐ Reading comprehension
 - ☐ Math skills
 - ☐ Language usage

- ☐ Avoid last-minute cramming
- ☐ Keep practice sessions short and low-pressure

☒ **Step 4: Prepare for Test Day**

- ☐ Choose a calm, distraction-free testing space
- ☐ Schedule the test when your child is most alert
- ☐ Gather materials (if needed):
 - ☐ Computer or tablet
 - ☐ Pencil and paper
 - ☐ Scratch paper

- ☐ Plan breaks if allowed
- ☐ Remind your child:
 - ☐ This is just one day
 - ☐ Effort matters more than scores

☒ **Step 5: Administer the Test**

- ☐ Follow test instructions carefully
- ☐ Monitor for fatigue or frustration
- ☐ Allow breaks if permitted
- ☐ Keep the environment calm and supportive

- ☐ Record test completion date:_____

☒ **Step 6: Review and Understand the Results**

- ☐ Access test results:
 - ☐ Instant online results
 - ☐ Delivered report

- ☐ Review:
 - ☐ Overall scores
 - ☐ Percentiles (if included)
 - ☐ Strengths
 - ☐ Areas for growth

- ☐ Remember:
 - One score does not define progress
 - Results are a planning tool

- ☐ Decide next steps:
 - ☐ Adjust curriculum
 - ☐ Add skill practice
 - ☐ Continue as planned

☒ **Step 7: File Your Report (If Required)**

☐ Confirm submission requirements

☐ Prepare documents:

☐ Test scores

☐ Evaluation form (if applicable)

☐ Parent report (if required)

☐ Submit by deadline: _____

☐ Keep copies for your homeschool records:

☐ Digital copy

☐ Printed copy

☒ **Step 8: Store Records Safely**

☐ File test results by school year

☐ Store with:

☐ Attendance records

☐ Curriculum notes

☐ Progress samples

☐ Keep records for future needs:

☐ Returning to school

☐ Middle school or high school documentation

☐ College or program applications

Final Reminder From Sarah

- ✓ Testing is a **tool**, not a verdict
- ✓ Progress looks different for every child
- ✓ Preparation builds confidence—for parents and students

You are doing more right than you think.

To explore resources and support for your homeschooling journey, you can visit this [Family Membership page](#):