

Freshman Portfolio Checklist
Must be returned to school counseling office by May 1

Name: _____

WVEIS Number: _____

Advisor: _____

Portfolio Requirement for High School Students

- Students must complete 5 activities per year in addition to the required components and add them into an electronic portfolio such as OneDrive. The asterisk (*) activities are required and must be added into the portfolio.
- During the senior year of high school, students must add their Capstone Project to the Portfolio.
- The Academic Advisor will check to make sure all required Activities and the Capstone Project meet the requirements for graduation.
- Upon completion of all components, students will receive 1 credit. (One full credit with the class of 2019, .25 credit every year for completion)

Freshmen		Check Upon Completion
1.	Sample of Graded Writing (Can add a separate sample every year) Examples: lap reports, research paper, history essay, etc.)	
2.	Goal Setting for High School-Three Goals	
3.	Interview or Report from a professional in a career.	
4.	*PEP Plan	
5.	CFWV Interest Inventory	
6.	Video or Photos of a Presentation (Classroom, club, community/civic organization, etc.)	
7.	Learning Styles Inventory	
8.	Formal Thank You Letter	
9.	Testing Taking Skills-Links Lesson	
10.	Evaluating the Freshmen Experience (CFWV or LINKS)	
11.	Attendance Record-Not to exceed 4/block or 8/period, non-school related (After April 1)	
12.	Certificates from Awards, Achievement, Honors, Service Clubs, Leadership of Community Club, etc.	
13.	Evidence of Community Service (Examples-Certificates from 4-H, Church Groups, etc.)	

Student has satisfied requirements to be awarded quarter credit _____.

Advisor Signature: _____