

Junior 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)

Junior		Check Upon Completion
1.	Graded Research Paper from any course area. (History, Science Lap Report, etc.)	
2.	ACT Scores and/or SAT Scores	
3.	ASVAB Scores or Technical Center Credentials	
4.	Complete Work Application or Verification from Employer	
5.	Three Letters of Recommendation for Employment, Scholarships, or College Applications. (Non-Family Member)	
6.	Video or Photos of a Presentation (Classroom, club, community/civic organization, etc.)	
7.	Experiential Learning	
8.	Attendance Record- Not to exceed 4/block or 8/period, non-school related-After April 1	
9.	*PEP Plan-review with student, parent, and advisor	
10.	*Resume-include list of activities and awards-must be updated yearly with three names of references.	
11.	Evaluating Junior Year-LINKS Lesson	
12.	Advanced Placement Scores	
13.	Dual Credit College Transcript	
14.	General Summative Assessment Scores	
15.	Graded Writing Sample from any course area.	
16.	Certificates from Awards, Achievement, Honors, Service Clubs, Leadership of Community Club, etc.	
17.	Evidence of Community Service (Examples-Certificates from 4-H, Church Groups, etc.)	

Student has satisfied requirements to be awarded credit _____.

Advisor Signature: _____