**Freshman Portfolio Checklist**

Must be returned to school counseling office by April 15, after approved and signed by Advisor

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_WVEIS Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student has satisfied requirements to be awarded credit \_\_\_\_\_\_\_\_\_\_.

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.
* Upon completion of all components, students will receive 1 credit. (One full credit with the class of 2019, .25 credit every year for completion)

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| **Freshman**  | **Check Upon Completion** |
| 1. | **\*PEP (Personalized Education Plan)**  |  |
| 2. | Three Goals for High School |  |
| 3. | Interest Inventory  |  |
| 4. | Formal Thank You Letter  |  |
| 5. | Learning Styles Inventory  |  |
| 6. | Evaluating the Freshmen Grade Experience (CFWV or LINKS Lesson)  |  |
| 7. | Interview or Report from a professional in a career |  |
| 8. | Video and/or Pictures of a Presentation or Project (Classroom, club, community/civic organization, etc.)  |  |
| 9. | Test Taking Skills – LINKS Lesson |  |
| 10. | Attendance Record- Not to exceed 4/block or 8/period, non-school related (After April 1) |  |
| 11. | Certificates, Awards, Achievement, Honors, Service Clubs, Leadership of Community Club, etc.  |  |
| 12. | Evidence of Community Service (Examples-Certificates from 4-H, Church Groups, etc.) |  |
| 13. | Interest Inventory or ASVAB Score, or any inventory that reveals student’s interest |  |
| 14. | Sample of Graded Writing (Can add a separate sample every year) Examples: lap reports, research paper, history essay, etc.) |  |
| 15. | Benchmark Scores  |  |
| 16.  | WIN Scores from Randolph Technical Center  |  |