



Occupational Course of Study Senior Portfolio Evaluation

Student: _____ School: _____

Evaluator: _____ Date: _____

Portfolio	Score	Comments
Cover includes CMS, school name, and student name (5 points)	_____	
Personal/ Medical/ Financial		
a. Typed with correct spelling (5)	_____	
b. Information correct and current (5)	_____	
High School Information		
a. Typed with correct spelling (5)	_____	
b. Educational Information (5)	_____	
c. Written summary of CTE courses (5) <i>Each course should include a paragraph description</i>	_____	
d. High School Transcript (5)	_____	
e. High School extracurricular activities listed (5) <i>If student chooses they may replace this with a narrative list of personal goals for each year in high school.</i>	_____	
Career Preparation		
a. Typed with correct spelling (5)	_____ a.	
b. Vocational Assessments (1 for each year) (5)	_____ b.	
c. Evidence of Career Exploration (5) <i>this includes reports of career and job description</i>	_____ c.	
d. Summary of on-campus work experiences , SBT (5) and evaluations	_____ d.	
e. Summary of off-campus work experiences, CBT (5) and evaluations	_____ e.	
f. Completed Job Application (10)	_____ f.	
g. Summary of paid employments experiences (5) and evaluation <i>copy of pay stubs</i>	_____ g.	
h. Employment Information (5)	_____ h.	
i. Reference Information (5)	_____ i.	
j. 2 letters of recommendation (5)	_____ j.	
k. Verification of Hours(5)	_____ k.	
l. Resume (5)	_____ l.	
Total Points		