

**REQUIRED! CWP
DUE: May 14, 2010**

**Culminating Project
PORTFOLIO GUIDELINES**

The portfolio component of the culminating project will consist of a collection of evidence of the knowledge, skills and experiences the student has accumulated through his/her schooling. Each student's Individualized Student Plans, grade 12, (and grades 9-11 where applicable) and what they expect to do the year following graduation, shall be part of each portfolio. Articulating a plan for at least the first year following graduation is aimed at understanding the importance of work and how performance, effort and decisions directly affect future career and educational opportunities.

The portfolio is a collection of required and additional pieces of work chosen by the students to showcase best examples of work demonstrating best learning experiences. Portfolios will be reviewed by AXE teachers and count for 10% of the student's 4th quarter CWP grade.

The ability to document your activities and accomplishments are valuable as you apply for jobs, colleges, and scholarships. Your portfolio unites all aspects of your life: education, career development, community involvement, and your individuality into one portable, organized, easy-to-use and convenient package. Keep in mind your portfolio will be viewed by staff and students and should reflect who you are, your high school experience, and your future goals. Make your portfolio as unique as you are!

Final Portfolio due to CWP teacher May 14, 2010.

The following are required and must be organized in a user-friendly manner using tabs or section dividers:

- Culminating Project Portfolio assessment sheet
- Letter of Introduction/Personal Statement
- Table of Contents
- Resume and Personal References
- Post-high-school Education and Transition Plan
- Transcript and test scores
- Completed Recommendation Form(s) and Learning & Employability Profile (LEP)
- Community Experience Documentation and Reflection Essay
- Four assignments/projects from your high school career, a minimum of two from your senior year
- Culminating Project Research Paper
- Culminating Project Presentation feedback (assessment)

The following are optional additional pages that may enhance your Culminating Project Portfolio:

- Job or College Application
- Employer Evaluations
- Evidence of Technology Skills or Competency Certificates
- Awards, Honors, Certificates
- Voter Registration
- Proof of Automobile insurance
- Food Handlers card
- Babysitting Course certificate
- First Aid/CPR card
- Public recognitions (news articles)
- Academic Awards/Scholarships
- Extracurricular and Community Participation