

Component	Standards	Present	Present
Introduction Page	Identifies student’s senior project: Name, age, grade level, year, pathway or future profession	Yes	No
State Required Transition Plan Form:	Completed form AND documentation for one of the following: 4 year -SAT/ACT results, application, FAFSA-verification page only 2 year -application/verification, FAFSA-verification page only Technical School -application, placement test results Apprenticeship -application, entrance test if required Military -ASVAB test results, enlistment documents Work -cover letter, completed application or proof of employment Also acceptable: acceptance letter for school/military	Yes	No
Classes related to Career Interest	Updated transcript included Completed “classes connected to career interest form”	Yes	No
Career Survey completed	Survey results from Junior or Senior year career search	Yes	No
Resume	Current, professional, well-formatted, grammatically correct; includes education, skills/abilities, work or volunteer experience and personal contact information	Yes	No
Letter of Recommendation	Letter written on student’s behalf by adult, non-family member	Yes	No
Community Service	Completed required CS form documenting 12 hours and signed by supervisor Completed reflection	Yes	No
Over-all Quality	Neat, professional, well-organized portfolio	Yes	No

Comments:
