

Senior ACP Portfolio

Written Portfolio

Portfolio Requirement	Completed	Not Completed	Comments
Title Page, Table of Contents, Dividers			
All pages neatly typed/scanned			
Personal Statement or Application Essay			
Activities and Accomplishments			
Community Service or Volunteer Hours			
Six Different Artifacts			
Two Job Shadows and Reflections			
One Letter of Recommendation			
Resume			
Two Job Ads of Interest			
Two Cover Letters			
Mock Application			
Mock Interview Information and Reflection			
Interview Thank You Letter			
Education or Career Plan			
Link or Printed Copy of Portfolio Presentation			

Portfolio Presentation

Presentation Requirement	Completed	Not	Comments
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Senior ACP Portfolio

		Completed	
Summarize your preparation for your education and career goals. Describe how your plans relate to your skills, strengths, interests, and values. Include a realistic financial plan for your goals.			
Describe a skill, principle or concept learned in a class that you will use in your future career.			
Describe your dream job and why you would be good at it.			
Describe an experience that either demonstrates your character or helped to shape it.			
Explain what you have done to make your community (school, neighborhood, city) a better place. Give examples of specific projects in which you have been involved with over time.			
What are the two most important things you have learned about yourself while in high school and what incidences precipitated those learning experiences?			
Describe examples of your leadership experience in which you have significantly influenced others, helped resolved disputes, or contributed to group efforts.			
What is your strongest, most unwavering personality trait? Do you maintain strong beliefs or adhere to a philosophy? How would your friends characterize you?			