

**MORAINE PARK TECHNICAL COLLEGE
PORTFOLIO WORKSHEET/VERIFICATION CHECKLIST
2005-2006**

Program Name: Barber / Cosmetology
Program Number: 31-502-1
Required DML: Licensure/Certification, Clinicals

Student Name:
MPTC Six-Digit Student ID #:
Semester of Program Acceptance:

* * * At least one artifact is required for each learning outcome * * *

Directions: In columns A and B, student enters dates when items are completed or checks Column C if transcript is used for advanced standing credits. Verifier initials column D when portfolio is verified for graduation requirement. Submit a signed copy (see last page) of this form with a copy of your portfolio for verification. Note: Keep original portfolio; submit a copy.

Your Student Portfolio will be evaluated by educators and advisory committee members and becomes the property of Moraine Park Technical College.

	Contact Course Instructor If No Artifact Is Listed In This Column	A	B	C	D
Suggested Work Sample from Performance Asmt	Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified	
Program Learning Outcomes					
Apply hair styling techniques.					
<i>502-301 Hairstyling/Shampoo/Scalp</i>	Photographs with written documentation				
<i>502-302 Hairstyling/Basic Techniques</i>					
<i>502-303 Hairstyling/Updooos & Braids</i>					
<i>502-333 Chemical Relaxing & Wigs</i>					
Demonstrate chemical services (permanent waving and chemical relaxing).					
<i>502-333 Chemical Relaxing & Wigs</i>	Photographs with written documentation				
<i>502-334 Permanent Wave Techniques</i>					
<i>502-335 Permwave Design & Wraps</i>					
<i>502-337 Advanced Design Wraps</i>					
<i>502-354 Chemistry</i>					
Demonstrate core abilities.					
<i>All Courses</i>	Photographs with written documentation				
Demonstrate nail care services.					
<i>502-309 Nail Care</i>	Photographs with written documentation				
<i>502-316 Artificial Nails</i>					
Perform color services.					
<i>502-345 Hair Color Applications</i>	Photographs with written documentation				
<i>502-346 Lightening & Toning</i>					
<i>502-348 Highlightening & Corrective Color</i>					

		ARTIFACT			
		A	B	C	D
		Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified
Program Learning Outcomes (continued)		Suggested Work Sample from Performance Asmt			
Contact Course Instructor If No Artifact Is Listed In This Column					
Determine services required to meet client needs.					
<i>502-300 Professional Practices</i>		Photographs with written documentation			
<i>502-321 Salon Services 1</i>					
<i>502-322 Salon Services 2</i>		Photographs with written documentation			
<i>502-323 Salon Services 3</i>					
<i>502-324 Salong Services 4</i>					
<i>502-325 Salon Services 5</i>					
<i>502-356 Laws & Rules/Skin Struc & Disorder</i>					
Develop strategies to market products and services.					
<i>502-381 Salon Operations</i>		Photographs with written documentation			
Perform shampoo and scalp services.					
<i>502-301 Hairstyling/shampoo/scalp</i>		Photographs with written documentation			
Perform skin care services.					
<i>502-330 Facials</i>		Photographs with written documentation			
<i>502-355 Anatomy</i>					
<i>502-356 Laws & Rules/Skin Struc & Disorder</i>					
Provide haircutting services.					
<i>502-311 Haircutting, Basic Forms</i>		Photographs with written documentation			
<i>502-312 Haircutting Techniques</i>					
<i>502-313 Short and Trend Cuts</i>					
General Education Learner Outcomes					
Apply organizational and stylistic strategies to fit subject, audience, and purpose in communication					
<i>801-310 Occupational Communication</i>					
Core Abilities					
<i>890-125 Student Success AND</i>		Core Ability Inventory			
<i>890-130 Career Development</i>		Core Ability Inventory and Self-assessment Reflection			
		AND Reflection essay "How I've Changed: Then and Now"			

LEARNER:

I understand that this portfolio will be evaluated by educators and advisory committees and becomes the property of Moraine Park Technical College.

The contents of this portfolio
_____ **MAY** **MAY NOT** _____
be displayed to other students and the general public.

Signature of Learner

Date

VERIFIER:

After verification is complete, forward portfolio to the
Outcome Assessment Office.

Signature of Verifier

Date