

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

**Program Name:** Criminal Justice - Corrections  
**Program Number:** 10-504-2  
**Required DML:** Portfolio Artifacts, Internships

**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	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Suggested Work Sample from Performance Asmt</b>	<b>Work Sample Linked to Outcome</b>	<b>Reflection Statement</b>	<b>Transcript Used</b>	<b>Verified</b>

<b>Program Learning Outcomes</b>				
Apply the concept of growth and development to clientele in the criminal justice system.				
<i>504-133 Adolescent/Juvenile Supervision</i>				
<i>504-110 Introduction to Criminal Justice Supervision</i>				
<i>504-102 Careers in Corrections</i>				
Demonstrate interpersonal communication skills within corrections-related environments.				
<i>504-136 Corrections Counseling</i>				
<i>504-103 Adult Institutional Supervision</i>				
<i>504-181 Ethnicity, Corrections and Supervision</i>				
<i>504-129 Interview Techniques</i>				
<i>504-155 Stress Management</i>				
Develop a code of behavior to incorporate in a corrections career				
<i>504-136 Corrections Counseling</i>				
<i>504-155 Stress Management</i>				
<i>504-181 Ethnicity, Corrections and Supervision</i>				
<i>504-122 Correctional Law, Codes, &amp; Reports</i>				
Explore procedures, practices and processes within the criminal justice system.				
<i>504-103 Adult Institutional Supervision</i>				
<i>504-171 Corrections Writing</i>				
<i>504-143 Probation &amp; Parole</i>				
<i>504-163 Emergency Procedures</i>				
Simulate responding to emergency situations in the criminal justice system.				
<i>504-163 Emergency Procedures</i>				
<i>504-136 Corrections Counseling</i>				
<i>504-103 Adult Institutional Supervision</i>				

		ARTIFACT			
		A	B	C	D
		Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified
		Contact Course Instructor If No Artifact Is Listed In This Column			
		Suggested Work Sample from Performance Asmt			
<b>Program Learning Outcomes (continued)</b>					
Write a court ready document.					
504-163 Emergency Procedures					
504-171 Corrections Writing					
504-143 Probation & Parole					
<b>General Education Learning Outcomes</b>					
Apply organizational and stylistic strategies to fit subject, audience, and purpose in communication					
801-195 Written Communication <b>AND</b>					
801-196 Oral / Interpersonal Communication <b>OR</b> 801-198 Speech					
Evaluate content, organization, supporting materials, credibility, and style of communication for decision-making.					
801-196 Oral / Interpersonal Communication <b>OR</b> 801-198 Speech					
Determine the impact psychological and social factors have in shaping human behavior.					
809-198 Introduction to Psychology					
<b>OR</b>					
Apply psychological principles to personal and professional relationships.					
809-199 Psychology of Human Relations					
809-154 Abnormal Psychology					
809-158 Adolescent Psychology					
Examine the complexities of society from a sociological perspective.					
809-196 Introduction to Sociology					
Perform mathematical calculations.					
804-106 Introduction to College Mathematics					
Determine mathematical concepts needed to solve an application.					
804-106 Introduction to College Mathematics					
<b>Core Abilities</b>					
890-125 Student Success <b>AND</b>		Core Ability Inventory			
890-130 Career Development		Core Ability Inventory and Self-assessment Reflection			
		<b>AND</b> Reflection essay "How I've Changed: Then and Now"			

LEARNER:

VERIFIER:

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

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

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

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**Signature of Learner**

**Date**

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**Signature of Verifier**

**Date**