

**MORAINE PARK TECHNICAL COLLEGE
PORTFOLIO WORKSHEET/VERIFICATION CHECKLIST
2006-2007**

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	A	B	C	D
Suggested Work Sample from Performance Asmt	Reflection Statement	Work Sample Linked to Outcome	Transcript Used	Verified

Program Learning Outcomes				
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>	Careers in Corrections			
<i>504-155 Stress Management</i>				
<i>504-181 Ethnicity, Corrections and Supervision</i>				
<i>504-122 Correctional Law, Codes, & Reports</i>				
Explore procedures, practices and processes within the criminal justice system.				
<i>504-103 Adult Institutional Supervision</i>	Security Procedures			
<i>504-171 Corrections Writing</i>				
<i>504-143 Probation & Parole</i>				
<i>504-163 Emergency Procedures</i>				
Simulate responding to emergency situations in the criminal justice system.				
<i>504-163 Emergency Procedures</i>	Security Procedures			
<i>504-136 Corrections Counseling</i>				
<i>504-103 Adult Institutional Supervision</i>				

Continued

		ARTIFACT			
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 (continued)					
Write a court ready document.					
504-163 Emergency Procedures					
504-171 Corrections Writing					
504-143 Probation & Parole					
Core Abilities					
890-125 Student Success AND		Core Ability Inventory			
890-130 Career Development		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.

VERIFIER:

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.

 Signature of Learner Date

 Signature of Verifier Date