

**MORAINE PARK TECHNICAL COLLEGE  
PORTFOLIO WORKSHEET/VERIFICATION CHECKLIST  
2007-2008**

**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.

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>Reflection Statement</b>	<b>Work Sample Linked to Outcome</b>	<b>Transcript Used</b>	<b>Verified</b>

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

<b>Program Learning Outcomes</b>				
Apply hair styling techniques.	Photographs with written documentation			
502-301 Hairstyling/Shampoo/Scalp				
502-302 Hairstyling/Basic Techniques				
502-303 Hairstyling/Updoos & Braids				
502-333 Chemical Relaxing & Wigs				
Demonstrate chemical services (permanent waving and chemical relaxing).	Photographs with written documentation			
502-333 Chemical Relaxing & Wigs				
502-334 Permanent Wave Techniques				
502-335 Permwave Design & Wraps				
502-337 Advanced Design Wraps				
502-354 Chemistry				
Demonstrate core abilities.	Photographs with written documentation			
All Courses				
Demonstrate nail care services.	Photographs with written documentation			
502-309 Nail Care				
502-316 Artificial Nails				
Perform color services.	Photographs with written documentation			
502-345 Hair Color Applications				
502-346 Lightening & Toning				
502-348 Highlightening & Corrective Color				

*Continued*

		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>					
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 &amp; Rules/Skin Struc &amp; 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 &amp; Rules/Skin Struc &amp; 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>					
<b>Core Abilities</b>					
<i>890-125 Student Success AND</i>		Core Ability Inventory			
<i>890-130 Career Development</i>		Core Ability Inventory and Self-assessment Reflection			
		<b>AND</b> Reflection essay "How I've Changed: Then and Now"			

Continued

**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.

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**Signature of Learner**

**Date**

**VERIFIER:**

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

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**Signature of Verifier**

**Date**