Reflective Student Learning Portfolio Checklist
Updated: Fall 2011

Pre-Assessment
____ Program Admission Application Materials
____ Academic Transcript
____ Resume
____ Pre-Assessment Evaluation
____ Pre-Assessment Reflection Paper
____ Academic Plan

Course Artifacts and Reflections

Core Courses
____ ARP 610: Educational Leadership Artifact
____ ARP 610: Educational Leadership Reflection
____ ARP 760: Internship in Postsecondary Education Artifact
____ ARP 760: Internship in Postsecondary Education Reflection
____ ED 690: Methods of Inquiry Artifact
____ ED 690: Methods of Inquiry Reflection
____ ED 795A: Research Seminar Artifact
____ ED 795A: Research Seminar Reflection
____ ED 795B: Research Seminar Artifact
____ ED 795B: Research Seminar Reflection

Student Affairs Courses
____ ARP 620: History of Student Affairs Artifact
____ ARP 620: History of Student Affairs Reflection
____ ARP 621: Theoretical Foundations Artifact
____ ARP 621: Theoretical Foundations Reflection
____ ARP 622: Communication and Group Process Artifact
____ ARP 622: Communication and Group Process Reflection
____ ARP 623: Critical Leadership Issues in Student Affairs Artifact
____ ARP 623: Critical Leadership Issues in Student Affairs Reflection
____ ARP 747: Educational Leadership in a Diverse Society Artifact
____ ARP 747: Educational Leadership in a Diverse Society Reflection

1 Indicate “N/A” for courses not taken.
**PSE Courses**

- ARP 611: Program Evaluation Artifact
- ARP 611: Program Evaluation Reflection
- ARP 631: Teaching in Postsecondary Education Artifact
- ARP 631: Teaching in Postsecondary Education Reflection
- ARP 730: Adult Learning Artifact
- ARP 730: Adult Learning Reflection

**Electives**

- Course: __________ Artifact
- Course: __________ Reflection
- Course: __________ Artifact
- Course: __________ Reflection

**Summary of First Year Learning**

- Summary of First Year Learning Reflection
- Fall Out-of-Class Artifact
- Fall Out-of-Class Reflection
- Spring Out-of-Class Artifact
- Spring Out-of-Class Reflection
- Revised Academic Plan (if applicable)
- Revised Personal and/or Professional Goals (if applicable)
- Updated Resume

**Summary of Second Year Learning**

- Summary of Second Year Learning Reflection (if applicable)²
- Fall Out-of-Class Artifact
- Fall Out-of-Class Reflection
- Spring Out-of-Class Artifact
- Spring Out-of-Class Reflection
- Revised Academic Plan (if applicable)
- Revised Personal and/or Professional Goals (if applicable)
- Updated Resume

**Summary of Third Year Learning (if applicable)**

- Fall Out-of-Class Artifact
- Fall Out-of-Class Reflection
- Spring Out-of-Class Artifact

² Required only for students who are continuing to a third year in the program.
Spring Out-of-Class Reflection
Revised Academic Plan (if applicable)
Revised Personal and/or Professional Goals (if applicable)
Updated Resume

Post-Assessment
Post-Graduation Plans Reflection
Readiness to Pursue Post-Graduation Plans Reflection
Mastery of Program Learning Outcomes Reflection
Achievement of Personal Goals Reflection
Final Academic Transcript
Final Resume
Final Academic Plan