

SAMPLE OUTLINE FOR DEVELOPMENT OF LIFE EXPERIENCE PORTFOLIO

I. A DESCRIPTION OF YOUR DEGREE PLANS

Indicate how this request for credit is to be integrated into your academic goals. State what type and how much credit you see as appropriate.

(This will be explained in the interview with the counselor/advisor).

II. DESCRIPTION OF YOUR PAST EXPERIENCE

A) Give a chronological review of your activities, responsibilities, and involvements.
(Include dates, length of time involved, who, when, where)

B) Additional learning: Include lectures, seminars, workshops, trainings, courses. Describe them as to content and amount of time you spent. Provide any artifacts and certificates of completion.

III. LEARNINGS DERIVED FROM ABOVE

From my above involvements, I have learned and mastered the following:

IV. LETTER(S) OF TESTIMONY

To be obtained from leaders, experts, instructors, employers, etc. stating agreement with your designated learnings by way of documenting involvement. Letter(s) should include direct reference to and support of individual learnings. Certificates, awards, diplomas and letters of recognition relative to your life experience area may also be included in your submission.