

POLICY: Portfolio Requirements
ADOPTION DATE: February 1995
REVISION DATE: December 2004

Students will complete a portfolio during the semester they participate in student teaching. The portfolio is designed to be an independent and comprehensive measure of the competencies established by the student during and after participation in Special Education coursework.

Student teaching is designated as a Communications Intensive (CI) course at Utah State University. CI courses *may* involve oral communications, but *must* involve a substantial writing component. The portfolio fulfills the substantial writing component. Each entry should be concisely and succinctly presented. This requires writing and revising drafts, submitting drafts to the university supervisor, and making revisions as requested by the supervisor. Well-done portfolios include brief illustrations of the student teacher's skills as planner, instructor, decision-maker, and classroom manager.

Portfolios are due to the university supervisor by the Friday of the twelfth week of the semester. Students should arrange a meeting with the cooperating teacher and university supervisor at the beginning of the semester to plan out a schedule to complete the portfolio prior to this deadline.

Composite majors with Elementary Education will complete one portfolio – a composite major portfolio. These specific requirements may be obtained from the student teaching coordinator in either Elementary Education or Special Education.

The requirements of the portfolio include:

1. Statement of Philosophy of Education
2. Comprehensive Educational Assessment
3. Instructional Planning
4. Functional Behavior Assessment and Behavior Intervention Plan
5. Professional Interactions
6. Assistive Technology

More specific information about the portfolio may be found in the Student Teaching Handbook.