

PORTFOLIO APPROVAL FORM

91922

Office of Partnerships, College for Creative Studies
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Student portfolios must be reviewed and approved by their department chair or designated full time faculty before the student can post their work on the CCS portfolio website, hire.ccsdetroit.edu.

This section to be completed by student

Student Name:

Student Email:

Undergraduate Student:

Sophomore

Junior

Senior

Graduate Student:

First Year

Second Year

Department:

Portfolio evaluation criteria

Communication

The student demonstrates an ability to communicate in writing projects and critical assessment assignments. The student demonstrates an ability to communicate verbally based on an evaluation of his or her presentation to the review team.

Presentation

The quality of the presentation, including the preparation of the work, is thorough and organized.

Professionalism

The student demonstrates an understanding of his or her department as an interrelated strategic component aligned with the broader goals of an organization.

Craft

The student demonstrates an understanding of the mechanical elements of his or her department.

Faculty members should only approve portfolios that are polished and ready for submission to professional organizations.

This section to be completed by faculty member

Department Chair Name: (or designated faculty member)

Signature:

Date approved:

After approval

Students send your signed approval form to your [Career Coach](#) for access instructions to the CCS portfolio website!



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