COLLEGE OF EDUCATION AND HUMAN SERVICES
Promoting Professional Practice
SETON HALL UNIVERSITY

Portfolio Requirements

For the culminating project, each student is required to submit internship portfolio.
This portfolio will include completed forms, weekly assessment sheets, and writing assignments.
All submissions must be well organized (i.e. table of contents, tabbed) and professionally presented. The front cover and title page must include: name, internship site, course information, and semester/year.

The portfolio will include:

I.   Internship Application*

II.   Internship Contract*

III.   Internship Supervisor Description Form*

IV.   Supervisor Evaluation

V.   Initial Reflection

VI.   Mid-Semester Reflection

VII.   Weekly Internship Assessments

VIII.   Internship Self-Reflection

IX.   Updated Resume

* Document(s) will be a copy of original form. Original form will be submitted at an earlier deadline.