AVID Portfolio Guidelines

Freshman Year:

Decorate Manila folder
- 4 year plan
- Samples of best work
- PSAT
- Community Service
- Learning Style Survey
- Personality
- Transcript
- Writing (Favorite Memory)

Sophomore Year:

- Decorate a manila folder
- Fill the folder with the following:
  - 4 year plan
  - Resume
  - Life Goals essay
  - Samples of best work throughout the year
  - Samples of Club involvement—pictures, certificates, etc
  - Community Service
  - One letter of recommendation
  - Current transcripts
  - PSAT Scores
  - Career Exploration

Junior Year:

- Get a professional looking binder (1-1 ½ inch)
- Throughout the year the binder can be divided into sections as needed:
  - College Preparation
  - Career Preparation
  - Academic Achievement

Senior Year

- Modify, refine and polish existing items
- Add table of contents and update dividers
- Philosophy essay (topic to be decided)
- Update Self Introductory Essay
- Update resume
- Update 4 year plan
- Career Summary and Goals (Where will I be in 5 years?)
- Marketable Qualities
- Samples of best work
- Two new letters of recommendation
- College Acceptance Letters
- Scholarship Applications or Acceptance
- Evidence of Academic Achievement
- Evidence of Personal Achievement

All items need to be in sheet protectors
The following items should be included:
- Updated resume
- Updated 4 year plan
- Personal Mission Statement
- Transcripts
- SAT/ACT Scores
- Samples of school involvement—athletics, clubs, etc
- Community Service Examples
- Self Introduction Essay/Biography
- Samples of Best Work
- Awards and Recognition
- Leadership Awards
- Career and College Preparation
- One current letter of recommendation