**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_**

**CAS Portfolio Checklist**

**Points of evaluation for your CAS/CSL Portfolio:**

[ ]  The portfolio is organized. Your portfolio should be a **professional** presentation that is a representation of all that you have accomplished in your two years of IB CAS.

[ ]  Your cover should indicate what the portfolio is, who you are, and perhaps a meaningful quote that is representative of what your IB CAS experience has meant to you.

[ ]  Signatures, comments, and reflections on the Advisor Meeting Documentation Form – AT LEAST two for grade 11 – THIS IS MANDATORY

[ ]  Engaging in a *variety* of activities that encompass Creativity, Activity, and Service

[ ]  For IBCP, Agency **clearly** relates to career pathway

[ ]  Evidence of participation in CAS on a **weekly** basis over 18 months

[ ]  A conscious effort to engage in Creativity, Activity, AND Service

[ ]  Supervisor form signed and filled out for EVERY experience

[ ]  Log sheet(s) for EVERY experience

[ ]  Reflections for EVERY activity

[ ]  Number/length of reflections are sufficient for the nature and time commitment of the activity

[ ]  Learner outcomes marked on supervisor form are **clearly** met as **demonstrated through reflections** for that activity

[ ]  Reflections include the following:

* Explain what happened
* Explain WHICH learner outcome was met (using the language of the learner outcome for free-written reflections)
* Explain HOW EACH learner outcome was met
* Explain WHAT was learned from meeting each learner outcome in terms of **yourself**, **others**, and how to/not to approach situations in the **future** (how did you grow?)

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