

## Manufacturing Pathway Endorsement Portfolio Review Checklist

The portfolio should include the following documents, preferably in the following order:  
(Unless using IL CIS portfolio)

- Interest survey with PDF of results.

Any **Two** of the following for Career Exploration:

- Verification forms and response to Job Shadow/Interview questions for interview of 2 or more professionals.
- Verification form and final research product for research on 2 or more various education-based jobs with written or oral presentation.
- Verification form and complete questionnaire required for visit to College and Career Fair with information from two participants
- Verification form and completed questions required from college visit and meeting with Faculty member or advisor
- Verification form and reflection from Career Field Trip or Reality Check Workshop

Each of the following for **Both** Team-Based Challenges:

- Verification Form
- Final Challenge product
- Self-Assessment & Reflection
- An Assessment from mentor

Each of the following for the 60-Hour Supervised Experience:

- Time Sheet (s)
- Self-assessment and reflection (See Competency rubrics)
- An assessment from mentor
- Career Start Essay

Each of the following for Career-Focused Instruction:

- Final High School Transcript
- Completed Individual Learning Plan

Each of these additional documents:

- Resume
- Verification form for completed/waived FAFSA
- Verification form for completed financial literacy experience
- Evidence of college & career readiness in Math and ELA
- Personal statement with reflection on attainment of competencies