

1-Credit General Elective Portfolio

Overview:

The 1-credit portfolio is a writing project designed for students who are seeking a single credit. Successful completion of the portfolio will result in one general elective credit, which will be posted for the academic semester in which the portfolio was completed. Only matriculated USM students are eligible for the 1-credit portfolio process. All students completing a portfolio must successfully complete the free, non-credit bearing online portfolio development workshop. The one-credit portfolio may not duplicate any previously awarded credit.

Requirements:

Students **MUST** meet with the PLA Office before beginning this portfolio. To set up a meeting, please call 207-780-4663 or email priorlearningusm@maine.edu.

The elements of a successful one-credit portfolio are as follows:

1. A brief (1-2 pages, single-spaced) cover letter that introduces yourself, your major, describes your post-graduation plans, and provides an explanation as to why you are completing this project. This letter will be completed prior to your enrollment in the portfolio development workshop.
2. A current, up-to-date resume. **Students may be required to meet with the USM Career Hub to revise their resumes in the course of completing this project.**
3. A 5-7 page (double-spaced, Size 12 Times New Roman font) essay responding to the following questions:
 - What's the most important learning experience you've had in the past five years that you did NOT earn credit for? Provide a general description of the experience.
 - What did you learn through this experience? How did it prepare you for life after graduation, or contribute to your growth as a member of a community?
 - What is one established theory or model that is applied by the academic or professional community to the general area of your experience and what connections can you make between your learning from this experience and that theory/model? Sources for theories/models can include, but are not limited to, textbooks, academic journals, training materials, or established industry competencies. PLA staff will be available to help identify potential sources of conceptual knowledge that will be relevant to the learning experience.
4. A reference list in MLA or APA format that includes the cited source(s).
5. Supplemental documentation attesting to the completion of this experience, if appropriate.

Other information:

This learning experience can have been located on-campus or off. However, it cannot be anything for which students have already earned academic credit. Learning experiences from interpersonal relationships or an understanding of personal and/or socially-constructed identities are eligible for portfolio as long as they answer all of the questions listed in the prompt, and incorporate theories/models as required.

For example:

- A research position with a USM department that did not result in credit would be eligible
- A credit-bearing internship at a local non-profit would not be eligible.
- Becoming a parent, navigating personal trauma or loss, developing consciousness around one's ethnic/religious/gender identity or sexual orientation, volunteer work, and creative pursuits/hobbies would all be eligible as long as the student connects their learning from these experiences to existing theories/models.

Students may be asked to complete multiple drafts of all portfolio elements in order to earn credit.

Portfolio credit counts toward the USM Residency Requirement.

Fees:

Students will be charged a \$50 assessment fee upon successful completion of this portfolio. Credit will not be posted until payment is received.