

SAA Portfolio Review Assessment (PRA) – Credit for Prior Learning
to fulfill practicum (SAA 775) requirement

Student Name: _____

EPortfolio link: _____

Evaluator Name: _____

Date of Evaluation: _____

	Needs Revision	Pass	Exemplary
Experience	The submitted materials do not show evidence of two years of full-time experience in higher education / student affairs.	The submitted materials show clear evidence of two years of full-time experience in higher education / student affairs.	The submitted materials show clear evidence of several years of full-time experience in higher education / student affairs.
Functional areas / institutional types	The e-portfolio artifacts and essay do not reference learning occurred in two distinctly different functional areas and/or institutional types in higher education / student affairs.	The e-portfolio artifacts and essay clearly reference learning occurred in two distinctly different functional areas and/or institutional types in higher education / student affairs.	The submitted materials show clear evidence of significant depth and breadth across several functional areas and/or institutional types in higher education / student affairs.
Artifact Selection: Artifact 1	The artifact added to the e-portfolio does not fully connect to the competency area chosen.	The artifact added to the e-portfolio appropriately connects to the competency area chosen.	The artifact added to the e-portfolio demonstrates deep learning within the competency area chosen.
Artifact Selection: Artifact 2	The artifact added to the e-portfolio does not fully connect to the competency area chosen.	The artifact added to the e-portfolio appropriately connects to the competency area chosen.	The artifact added to the e-portfolio demonstrates deep learning within the competency area chosen.
Reflection on learning	The essay provides insufficient evidence of learning ; focusing mostly on tasks and time spent on job(s), with little reference to how selected artifacts demonstrate competencies achieved in two distinctly different areas.	The essay provides adequate evidence of learning ; showing connections between their experiences in at least two distinctly different areas, their overall insights, and their growth within NASPA/ACPA competencies – as evidenced by artifacts selected and reflected upon in essay.	The essay provides clear evidence of deep learning ; making strong connections between their experiences in at least two distinctly different areas, their overall insights, and their growth within NASPA/ACPA competencies – as evidenced by artifacts selected and reflected upon in essay.

SAA Portfolio Review Assessment (PRA) – Credit for Prior Learning
to fulfill practicum (SAA 775) requirement

Notes/Feedback:

Evaluator: I have reviewed the student's full ePortfolio, paying special attention to their resume/c.v., artifacts from past practice, and essay describing prior learning. I determined:

- they are eligible to receive 1 credit of SAA 775 – Practicum posted to their record, in recognition of their prior learning. I will upload this form to DocuSign, and will next route to Records & Registration so they can post the credit to the student's record.
- they have not YET provided sufficient evidence that they meet the SAA 775 Practicum requirement from prior learning. They have two weeks (until _____ date) to resubmit their work for another review. I will send this form directly to the student, with a request to resubmit and option to meet for further discussion/clarification.
- they have NOT provided sufficient evidence that they meet the SAA 775 Practicum requirement from prior learning, even after an opportunity for resubmission. I will upload this form to DocuSign, and will next route to the student and graduate program director. The student may discuss with the graduate program director and/or their faculty advisor whether or not to resubmit a request in the future.

See <https://www.uwlax.edu/grad/student-affairs-administration/practical-experience/portfolio-review-assessment/> for more information on this process, including appeals. Questions can be directed to saa@uwlax.edu.