Note: University policy requires that a student have been advanced to candidacy before being permitted to submit the Student Learning Portfolio as an MPA program requirement.

Students should complete the top portion of this form and turn it in to their PPA 697 advisor with the completed portfolio (including all core course items, the reflective essay, and PPA 697 project).

Name: _____________________________________ Student # ___________________________

Home Address: ______________________________________ Phone: ______________________

City________________________________________ State_____ Zip__________

Job Title: ____________________________________ Agency: ___________________________

Business Address: _______________________________ Phone: _______________________

City:________________________________________ State:____ Zip:____________

E-mail Address:___________________________________

I have advanced to candidacy:   (circle one)  Yes  No

Graduation semester: ______________________________

Office Use only:

***************************************************************************************

<table>
<thead>
<tr>
<th>Section</th>
<th>Contents</th>
<th>Initial To Indicate Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Skills Assessments or PPA 500 Resume and Essay</td>
<td></td>
</tr>
<tr>
<td>II</td>
<td>Portfolio Assignments for: PPA 555 PPA 577 PPA 660 PPA 670 PPA 696</td>
<td></td>
</tr>
<tr>
<td>III</td>
<td>Minimum of Two Examples of Written Work</td>
<td></td>
</tr>
<tr>
<td>IV</td>
<td>PPA 697 Case Studies/Project</td>
<td></td>
</tr>
</tbody>
</table>

COURSE INSTRUCTOR SIGN-OFF:

Signature: ____________________________

Date: _______________________________