MPA STUDENT PORTFOLIO
DEMONSTRATION OF MASTERY

This form must be completed within one year of date of first submission.

Instructions: Submit your portfolio assignment to your course instructor for approval. If approved, the course instructor will forward it to a second instructor for approval. The second instructor will notify you when the assignment has been approved. If not approved upon first submission, you have two more opportunities to revise and re-submit for approval. Re-submissions must be turned in to the PPA Office. This signed form must be included in your Portfolio for Final Review.

Student Name____________________________________________ Student ID______________________________

Student e-mail____________________________________________ Student phone___________________________

Course Number___________________________________________ Semester/Year_________________________

Assignment Title________________________________________

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APPROVALS

1. First submission: To Course Instructor Date:_____________

   Course Instructor Approval: (circle one): YES NO
   Signature:_________________________________________ Date:_________________________

   Second Instructor Approval: (circle one): YES NO
   Signature:_________________________________________ Date:_________________________

2. If not approved above, second submission (first re-submit: To PPA Office) Date:_______________

   Course Instructor Approval: (circle one): YES NO
   Signature:_________________________________________ Date:_________________________

   Second Instructor Approval: (circle one): YES NO
   Signature:_________________________________________ Date:_________________________

3. If not approved above, third submission (second re-submit): To PPA Office Date:_______________

   Course Instructor Approval: (circle one): YES NO
   Signature:_________________________________________ Date:_________________________

   Second Instructor Approval: (circle one): YES NO
   Signature:_________________________________________ Date:_________________________