Instructions: Student submits the completed reflective essay with this cover sheet to the Department Secretary. Reflective Essay will be read by a panel of three full-time faculty members. This cover sheet will be returned to the student with approval or required corrections. Following the Review and approval by all three faculty members, the 3rd Reviewer will place the Reflective Essay in the student pick-up box, and will E-mail the student that it is available for pick-up. Student has one year to complete required corrections. This form must be included in the Portfolio for its Final Review.

STUDENT NAME___________________________STUDENT NUMBER______________

STUDENT E-MAIL ADDRESS:__________________________________________________

______________________________________________________________

Faculty Reviewer #1
NAME:___________________________________________________________

APPROVAL (circle one): YES NO

COMMENTS:

SIGNATURE:___________________________DATE:____________________

______________________________________________________________

Faculty Reviewer #2
NAME:___________________________________________________________

APPROVAL (circle one): YES NO

COMMENTS:

SIGNATURE:___________________________DATE:____________________

______________________________________________________________

Faculty Reviewer #3
NAME:___________________________________________________________

APPROVAL (circle one): YES NO

COMMENTS:

SIGNATURE:___________________________DATE:____________________

Date Returned to Student: _________________________________