

Transition Portfolio

Basic and Transitional Studies South Seattle College

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Transition Portfolio

Contents

Student Name:		Student ID#:				
Activities	Completion Date	Instructor Initials	Revision Date	Instructor Initials	Revision Date	Instructor Initials
Section 1 – Educational Planning	***	***	***	***	***	***
1.a Career Selection						
1.b Career Research						
1.c Career Goal Paragraph						
1.d College-Specific Research						
Section 2 – Financial Planning	***	***	***	***	***	***
2.a Education Cost						
2.b Federal Financial Aid (FAFSA)						
2.c SSCC Foundation Scholarship						
2.d Scholarship Search						
2.e Financial Plan Paragraph						
Section 3 – Schedule Planning	***	***	***	***	***	***
3.a Weekly Schedules						
3.b Schedule Paragraph						
Section 4 – College Readiness	***	***	***	***	***	***
4.a SSCC Pathways to College						
4.b General Self-Assessment						
4.c English Self-Assessment						
4.d Math Self-Assessment						
4.e Self-Assessment Key						
4.f Placement Testing						
4.g SSCC Entrance Requirements						
Section 5 – Additional Activities	***	***	***	***	***	***
5.a Independent Study Ideas						
5.b PowerPoint Presentations						
5.c Videos (under development 2010)						
Section 6 – Records and Documents	***	***	***	***	***	***
6.a Current Class Progress Records						
6.b College Placement Test						
6.c College Transcripts						
6.d Counselor/Advisor Record						
6.e Transition Events Record						
6.f Course Syllabi						
6.g Community Service Record						
Section 7 – Employment Planning	***	***	***	***	***	***
7.a Master Application for Employment						
7.b Resumes						
7.c Cover Letters						
7.d Interviews						
Section 8 – Information	***	***	***	***	***	***
8.a Glossary						
8.b Education Pays						
8.c Puget Sound Community Colleges						
8.d HB 1079						
8.e Selective Service						

Transition Portfolio – Users Guide

Basic and Transitional Studies

South Seattle College

Welcome to the Transition Portfolio! Here at South Seattle Community College, we hope that as you develop your personal Transition Portfolio it will serve as a guide to help you plan your education and reach your goals successfully.

The Transition Portfolio is a collection of thirty-six activities designed to help you navigate the pathway to college success. These activities can be done in a classroom setting, or they can be done independently. You can do all of the activities more than once and many require continuous updates as you move towards your goals. Most of the activities require a computer with Microsoft Word and Internet access. The activities are organized into eight sections and can be completed in any order depending on your needs and interests. The eight sections are as follows:

- Section 1 – Educational Planning
- Section 2 – Financial Planning
- Section 3 – Schedule Planning
- Section 4 – College Readiness
- Section 5 – Additional Activities
- Section 6 – Records and Documents
- Section 7 – Employment Planning
- Section 8 – Information

Each activity is organized into three main sections: Prerequisites, Activity and Instructions. Prerequisites tell you what other activities must be completed prior to beginning the one at hand. Activity is a brief description of what you will learn by doing the activity, and Instructions are step-by-step directions for completing the activity. Some activities include a section titled Variations at the end which is a list of ideas for reworking the activity. Other activities include *Questions to consider...* at the beginning and end. These are ideas that you might want to think about before and after completing the activity.

An important key to educational success and, certainly to success in completing your Transition Portfolio, is following directions. When you look at the Transition Portfolio activities, they may look like nothing more than a lot of confusing words. Don't let that stop you! Read the instructions carefully and follow them step-by-step. You will find that it's not as overwhelming as it may seem.

A second key to success is organization. Before you begin, you will need to get a three-ring binder, eight dividers, and one clear plastic sheet protector. Label the dividers with the eight section names listed above. Put the Contents chart in front of the first divider and your sheet protector after the last divider. Put the activity sheets you print from the website or receive from your instructor in the correct sections of the Transition Portfolio. Now, you're ready to begin. Good luck!