

Career and Technical Education (CTE) Portfolio Rubric

Name:

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Resume	0	1-5	6-10	11-15	
Cover Letter	0	1-5	6-10	11-15	
Copy of Transcript	0	0	10	N/A	
Letter of Recommendation Should be from someone who can speak strongly and specifically of your character (Teacher, Coach, Employer, etc...) Cannot be from a Business Education Teacher or relative	0	N/A	10	N/A	
Copy of CTE Test Score	0	0	5	N/A	
Reflection on Job Shadowing/Community Service (Min 1 page, Double Spaced, 12pt Font) <i>For Job Shadowing:</i> Include placement, what you did for this experience, number of hours, and how it affected yourself & your college/career decisions <i>For Community Service:</i> Include where you completed your experience, what you did, number of hours, and how it affected yourself and the community	0	1-10	11-17	18-20	
Reflection on Core CTE Courses (Min 1 page, Double Spaced, 12pt Font) Reflect on what you learned in the Core CTE Courses (Math Finance, Business Law, Management, and Marketing) and how you can apply that learning to college and your future career	0	1-10	11-17	18-20	
Following All Directions	0	0	5	N/A	
Final Score					