



Apprenticeship for Child Development Specialist
Fourth Semester Portfolio Record

Apprentices should place samples of a variety of work samples that represent their learning journey. Reflect on the materials you have placed in your portfolio. Make sure this is your best work.

The following items must be placed in the Front Section of the Portfolio at all times:

- Table of Contents
- Registered Apprenticeship Agreement Form, signed by the DOL/Bureau of Apprenticeship and Training representative
- WV STARS Registry Certificate (recommended but not a program requirement)
- Supervisor's Evaluations (First, Second, Third and Fourth semesters)
- OJT Logs
- Signed course completion certificate with seals
- Conflict and Confidentiality (First, Second, Third and Fourth semesters)
- Site Visit form
- Grade sheet (insert upon completion of the semester)
- Resume
- Early Childhood Philosophy

Include these types of work each semester in the following order:

- Semester Portfolio Record Form
- Course Outline (download from the ACDS website www.wvacds.org)
- Reflection
- Research
- Relevant Experience
- Project
- Other

Instructors should review the fourth semester portfolio and sign below:

Instructor/Reviewer's Signature

Date

And/or

Reviewer's Signature

Date