

# **PROFESSIONAL COUNSELOR PORTFOLIO**

**Portfolio Assessment Process**

**A. Statement of Professional Preparation and Goals**

**Timeframe:** Conclusion of the first semester of study (determined by Professional Issues Course Instructor)

**Submitted to:** Professional Issues Course Instructor

**Reviewed by:** Professional Issues Course Instructor

**Returned by:** Professional Issues Course Instructor

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**B. Pre-practicum Submission of Professional Counselor Portfolio**

**Timeframe:** Week of November 1 or April 1 during the semester prior to practicum

**Submitted to:** Counselor Training Center (CTC) Director; Prof. Geri Barber

**Reviewed by:** Program Director

**Returned by:** Practicum Course Instructor during the first week of practicum class

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**C. Practicum Component of the Portfolio Self-Reflection of Strengths, Growing Edges, and Dispositions**  
**Timeframe:** Week of November 1 or April 1 during the practicum course (i.e., COUN 590, 591, or 592). Submitted to Practicum Course Instructor  
**Reviewed by:** Program Director  
**Returned by:** Practicum Instructor