

The Sound School

ASTE Student Portfolio

Items that should be in my Student Portfolio

Section 1 – Record Book

ASTE Class FFA Record Book – Field trips, worksite visits, conferences, expositions, etc.

Job Title/ Career Interest Survey(s)

Section 2 –SAE Plan

SAE Plan – *One must be completed each year*

Section 3 - SAE Pathway

SAE Pathway Forms

SAE Pathway Documentation (i.e. project write-ups, job site visit write-ups, research data, pictures, etc)

Employment Verification (i.e. paystubs, letter from employer, etc.)

Section 4 – Community Service

Please note that The Sound School requires 200 hours of community service to be completed before graduation – it is a graduation Aquaculture/Agriculture Completion Certificate requirement. The New Haven Promise requires applicants to have at 40 hours of community service – it is one of the requirements for all New Haven Promise scholarship applicants.

Completed Community Service Forms – The following are acceptable forms of community service verification:

- A completed and signed community service form from Career Services
- A letter from the community service opportunity supervisor on company/organization letterhead stating the date(s) and hours and hours you worked and a brief description of your duties/tasks
- An email to Career Services from the community service opportunity supervisor on company/organization letterhead stating the date(s) and hours you worked and a brief description of your duties/tasks

Section 5 - Certificates and Awards

The bullets below each category are examples of what can be put in this section; other certifications and/or awards achieved that are not listed below can be placed in this section as well.

After-school/SAE Program Certificates

- *URI Tree Program Certificate*
- *Sound School FFA Fishing Certificate*
- *Yale Evolutions Award(s)*

FFA Certificates

- Greenhand Certificate
- Chapter Certificate

Occupational and Career Certificates

- HAACP Certificate
- DEEP Safe Boating Certificate
- Launch Operator Certificate
- Red Cross CPR/First Aid/Lifeguard Certificates

Industry Recognized Standards

- ABYC Certificate(s)
- Biotech and/or lab technical Certificate(s)

Section 6 – Miscellaneous

Resume

Writing Sample(s)

- English class writing assignment
- Research paper
- College application essay

Newspaper articles you wrote or are featured in

Anything that is not listed here that you would like to keep track of

Section 7 - Capstone/Special Project

Capstones related to your scope and sequence can earn you SAE credit.

Capstone Project

Special Project