

MSOT Class of 2020

Portfolio Submission and Review Dates

Portfolios are submitted by students to their respective advisors at the end of each of the four academic semesters. Advisors will review and evaluate the portfolios per the schedule below. It is the student's responsibility to respond to their advisor's feedback and make necessary edits / revisions within the time frame outlined below.

FALL 2018 First Submission

Course Goals Worksheet – completed by student and submitted to advisor *no later than the second live weekend of class*. Upload document to TK20 when your advisor has approved your course goals.

Student: will have completed all portfolio requirements for Semester 1 and have all items uploaded into TK20

Due: No later than **December 2, 2018** (*Sunday of last live weekend*)

Advisor: will complete evaluation of Semester 1 items in TK20 no later than **December 22, 2018**

Student: all revisions requested by your advisor must meet satisfactory rating no later than **January 13, 2019**. Revisions that are incomplete or fail to meet a satisfactory grade by this date will delay the start of your Level I FW.

SPRING 2019 Second Submission

Course Goals Worksheet – completed by student and submitted to advisor *no later than the second live weekend of class*. Upload document to TK20 prior to Second Submission.

Student: will have completed all portfolio requirements for Semester 2 and have all items uploaded into TK20

Due: No later than **April 7, 2019** (*Sunday before last live weekend*)

Advisor: will complete evaluation of Semester 2 items in TK20 no later than **May 3, 2019**

Student: all revisions requested by your advisor must meet satisfactory rating no later than **May 18, 2019**. Revisions that are incomplete or fail to meet a satisfactory grade by this date will delay the start of your Level I FW.

SUMMER 2019 Third Submission

Course Goals Worksheet – completed by student and submitted to advisor no later than **May 18, 2019**. *Note that this is a slightly different schedule due to it being a shortened semester! Many faculty advisors are not here in summer so summer goals MUST be submitted *prior* to the summer semester. Upload document to TK20 prior to Third Submission.

Student: will have completed all portfolio requirements for Semester 3 and have all items uploaded into TK20

Due: No later than **July 28, 2019**

Advisor: will complete evaluation of Semester 3 items in TK20 no later than **August 19, 2019**

Student: all revisions requested by your advisor must meet satisfactory rating no later than **August 25, 2019**. Revisions that are incomplete or fail to meet a satisfactory grade by this date will delay the start of your Level I FW.

FALL 2019 Fourth Submission

Course Goals Worksheet – completed by student and submitted to advisor *no later than the second live weekend* of class. Upload document to TK20 prior to Fourth Submission.

Student: will have completed all portfolio requirements for Semester 4 and have all items uploaded into TK20

Due: No later than **November 16, 2019** (*Sunday prior to last live weekend*)

Advisor: will complete evaluation of Semester 3 items in TK20 no later than **December 13, 2019**

Student: all revisions requested by your advisor must meet satisfactory rating no later than **January 6, 2020**. **Revisions that are incomplete or fail to meet a satisfactory grade by this date will delay the start of your Level II FW.**