Introduction

Our focus at Western Area Career & Technology Center is to help students become highly skilled, employable, successful and literate. To become employable and well-educated, students must adhere to the PA Core Standards: English, Language Arts, Mathematics, Science and Technical Subjects, History and Social Studies. All WACTC students will build a Career Portfolio under the direction of their instructor and Career Guidance Counselor. In their senior year, the student will be responsible for a presentation before a panel of evaluators. A passing score on the Portfolio is a requirement for a Certificate of Completion. Cooperative Education students are also required to complete a Portfolio.

Definition

The Career Portfolio provides a history of accomplishments students have acquired in their individual shops over the Programs of Study. It will contain documents that showcase each individual's knowledge, skills, talents and important qualities. The documents needed are listed on the Portfolio Components page. The student must supply all content while the instructors assign, guide, encourage and review entered content. A Career Portfolio is a working document that is never finished. It will continuously change and be updated as you progress throughout the school year. This is a reflection of yourself as you become more skilled and talented in your shop of choice.

Purpose

Your Portfolio may be the best tool that you have invested in over the course of learning at WACTC since it may open the door for a career upon graduation. The Portfolio allows you to draw attention to key points you want to convey about yourself. It will provide personal examples that can link you with employment opportunity. The collection of work produced during your learning experience at WACTC will enable an employer to see how you can add to and improve their business by hiring you. Building and creating a Portfolio will add to your confidence in your chosen field.

Please see Sophomore and Junior Portfolio pages.