

# Portfolio Placement Authenticity Form

(to be submitted with student writing portfolio)

I, *printed student's name* \_\_\_\_\_, by my signature on this form, understand and give permission for the following:

- The writing in my portfolio is my own work.
- The portfolio may be photocopied and read by the University of Louisville faculty for English placement.
- The portfolio will not be returned after the placement.
- The portfolio may be used for placement research by faculty and staff at the University of Louisville.

I, (print counselor or teacher 's name) \_\_\_\_\_ by my signature on this form, indicate that to the best of my knowledge, the papers included in the portfolio are the work of the student listed.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Student's U of L ID # (if known at time of portfolio submission)

\_\_\_\_\_  
Date School Contact Phone

\_\_\_\_\_  
Student's e-mail address

Please submit this form together with the Writing Portfolio and the \$30 non-refundable fee (check made payable to UofL) at least two weeks prior to your orientation to:

\_\_\_\_\_  
Student's academic level (freshman, sophomore, junior, senior, other)

**English Composition Office - Portfolio**  
**Room**  
**315C**  
**Bingham Humanities Building**  
**University of Louisville**  
**Louisville, KY 40292**

\_\_\_\_\_  
High School City, State, Zip Code Date

\_\_\_\_\_  
Student's date of birth Telephone number

Portfolio Table of Contents

I. Reflective Cover Letter

II. Writing #1 Title: \_\_\_\_\_

III. Writing #2 Title: \_\_\_\_\_

IV. Writing #3 Title: \_\_\_\_\_

V. Writing #4 Title (optional): \_\_\_\_\_

FOR OFFICE USE ONLY:

Portfolio Score: \_\_\_\_\_

Portfolio & check # \_\_\_\_\_ rec'd by \_\_\_\_\_ date \_\_\_\_\_

Portfolio read by \_\_\_\_\_ (ADC) date \_\_\_\_\_

Score reported to student by \_\_\_\_\_ date \_\_\_\_\_

Score entered into PeopleSoft by \_\_\_\_\_ date \_\_\_\_\_

Score reported to Admissions by e-mail \_\_\_\_\_ date \_\_\_\_\_

Authenticity Form ret. to ADC for filing \_\_\_\_\_ date \_\_\_\_\_

After the table of contents is completed, the information to the right should be filled out and signed by a high school counselor or teacher. If it is not possible to obtain a signature on this form, you must include a letter from your advisor or teacher you worked with that verifies the authenticity of the writing included in your portfolio.

**All questions should be addressed to Linda Baldwin in the Composition Office at (502) 852-6896.**