

PORTFOLIO CERTIFICATION FORM

The Columbus School of Law
The Catholic University of America

NOTICE TO STUDENTS: Please retain this signed certification form. Once you have completed **THREE** portfolio projects. Please submit all three certification forms to the Office of Academic Affairs (Room 343).
PLEASE DO NOT ATTACH THE PORTFOLIO PROJECTS.

FACULTY CERTIFICATION

I certify that _____ has completed portfolio projects in connection with the following course: _____

This project satisfies the requirements for the inclusion in the student's Applied Legal Writing Portfolio because it was completed pursuant to Academic Rule X, and included:

- a. Close faculty supervision of the writing project;
- b. Submission of at least one substantially complete draft in addition to the final product;
- c. Feedback on interim drafts in the form of written comments, regular conferences, or both;
- d. Minimal use of boilerplate language;
- e. A research component appropriate to the project's scope; and
- f. No substantial rewriting by the faculty advisor

Description of project (s):

****Please fill in the below lines with a short description of your project. For example: "client engagement letter"**

1. _____

2. _____

3. _____

Signature of Supervising Faculty Member

Date