

PORTFOLIO SUBMISSION FORM

OLD DOMINION UNIVERSITY • Experiential Learning
138 Gornito TELETECHNET Center • Norfolk, VA 23529
Phone 757-683-6388 • FAX 757-683-6107

Please print and submit with completed portfolio.

Name: _____ UIN: _____

Address: _____

City/State/Zip: _____

Degree Program: _____ Rank: _____

Date submitted: _____ Credit hours attempted: _____

Course Number	Title
1.	
2.	
3.	
4.	
5.	

(Use other side if necessary)

Have you ever submitted a portfolio to Experiential Learning? Yes ___ No ___

If yes, date: _____

ALL STUDENTS MUST READ THE FOLLOWING AND SIGN BELOW:

General Responsibility:

I understand that it is my responsibility to ensure that the credits I earn through the portfolio assessment process are applicable to my degree program.

I also acknowledge that the information I submit to Experiential Learning at Old Dominion University in every learning section of my portfolio is true and correct. I understand that willful failure to give accurate information is considered adequate grounds for dismissal from Old Dominion University and for revocation of credits granted. I understand that Experiential Learning will keep my portfolio on file for 12 months.

Financial Responsibility:

I understand that the portfolio fee through Experiential Learning is subject to the University's tuition policy and that the fee is non-refundable and not subject to financial appeal. Payment is due 24 hours after Portfolio Submission Form is processed. There is a 10% late payment penalty fee after 30 days. There is a 33.33% late payment penalty fee after 60 days.

Student's Signature

Date

Permission for Portfolio Release (optional) I give Experiential Learning staff permission to circulate my portfolio for review by faculty and other students as an example of Experiential Learning credit.

Student's Signature

Date

Office use only: Processing Fee: _____ Date Paid: _____