**Transition Portfolio Checklist:**

* A copy of my latest report card
* My high school transcripts
* Recent standardized test scores
* Copy of my most recent I.E.P.
* Copy of my most recent Special Education Evaluation
* Copies of any awards/prizes, school-and community-related
* Up-to-date assessments
* Assignments and test results I am proud of
* My resume
* My cover letter
* References list
* Letters of recommendation from teachers, coaches, counselors, service providers, and others in the community
* Information about my volunteer activities
* Information about my work experience activities (school- and community-based)
* Information about my goals, learning, and career plans

NOTE: Ensure all information is maintained in a binder/folder or other well organized manner for easy access and shared. It is recommended that all relevant documents be scanned and uploaded electronically for easy email access and sharing.