



**GEORGIAN COURT UNIVERSITY**  
THE MERCY UNIVERSITY OF NEW JERSEY

## OFFICE OF THE REGISTRAR

### Registration Form for Portfolio Assessment

Student's Name \_\_\_\_\_ Student's ID 000\_\_\_ - \_\_\_\_\_

Course Number \_\_\_\_\_ Course Name \_\_\_\_\_

Major 1 \_\_\_\_\_ Major 2 \_\_\_\_\_

Minor 1 \_\_\_\_\_ Minor 2 \_\_\_\_\_

I have read and understood the portfolio assessment policy as described in the college catalog, including but not limited to the following sections: The portfolio must be taken and graded within 15 weeks from the date the student registers for the portfolio assessment. Payment must accompany the registration form and is nonrefundable, regardless of whether or not the portfolio assessment is taken or the grade earned on the examination. A grade of "C" or better is required for credit, but an actual letter grade will not be recorded on the student's transcript. Any portfolio, once submitted, may not be repeated: if the student does not do well enough to earn credit for the portfolio assessment on the first attempt, the student must take the course. Students may not earn portfolio assessment credit for a course they have previously audited, earned a "D", "F", or "W", or are currently taking. Once taken/submitted, the challenge exam or portfolio becomes the property of the college and will not be returned to the student.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Signature of Department Chairperson (Major 1) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Department Chairperson (Major 2) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Dean (Major 1) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Dean (Major 2) \_\_\_\_\_ Date \_\_\_\_\_