

SEP Assignment - Rubric

DJD 1/2018

Student		Counselor: Counselor
		SEP Date:
University	University	
Major	Major	
General (6 pts)	<input type="checkbox"/> Y <input type="checkbox"/> N Turned in SEP on required date, as required (up to -3 pts) <input type="checkbox"/> Y <input type="checkbox"/> N Stapled In Order (if No: -2 pts) <input type="checkbox"/> Y <input type="checkbox"/> N All Pages Present (if No: various points off) <div style="margin-left: 40px;">Pages Missing</div> <div style="margin-left: 80px;"> <input type="checkbox"/> Page 9 – Coursework Tables <input type="checkbox"/> Page 11 – Schedule <input type="checkbox"/> SEP <input type="checkbox"/> Assist.org printout <input type="checkbox"/> University web pages (Curriculum, Flow Chart, TAG) </div> <input type="checkbox"/> Y <input type="checkbox"/> N Did not turn in Page 1-5 (specifically instructed <u>not</u> to turn them in) (if No: -2 pts) <input type="checkbox"/> Other	
Tables (6 pts) (approx. -1 pt per 2 errors)	<input type="checkbox"/> Y <input type="checkbox"/> N Table is Complete <div style="margin-left: 40px;"> <input type="checkbox"/> Did not mark all courses on Assist <input type="checkbox"/> Did not mark all courses on SEP <input type="checkbox"/> Add Courses to table as appropriate for your major <input type="checkbox"/> Other </div> <input type="checkbox"/> Y <input type="checkbox"/> N Table is Correct <div style="margin-left: 40px;"> <input type="checkbox"/> Courses marked/not needed <input type="checkbox"/> Other </div>	
Schedule (3 pts)	<input type="checkbox"/> Courses not in order (pre-requisite requirements) <input type="checkbox"/> Course(s) not (usually) offered during term you wrote on Schedule (see Page 10) <input type="checkbox"/> Alternate scheduling recommended. See notes on Schedule or Comments below <input type="checkbox"/> Review notes on Schedule. See me or a counselor if need additional help	
Comments		
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