

MY Education Plan A.S. (MEP) Rubric: Points: _____

Note: *This Rubric will assess all components connected to the development of education plan.*

Criteria	Unsatisfactory (0-1)	Developing (2-3)	Satisfactory (4-5)
<p>Step 1</p> <p>Identify degree program and institution</p> <p>Complete institution evaluation table</p>	<p>No identified degree program and institution.</p> <p>Did not complete all sections of the table for at least one institution</p>	<p>Identified a degree.</p> <p>Researched one institution, completed table for at least one institution</p>	<p>Identified a degree.</p> <p>Researched two institutions, and completed table for two institutions</p>
<p>Step 2</p> <p>Complete summary statement</p> <p>Develop an action plan to pursue degree program</p>	<p>Statements are made with little reflection; writing does not convey meaning. Opinions and personal points-of-view are not expressed.</p> <p>Did not develop an action plan.</p>	<p>Summary provides a partial rationale for degree and institution to pursue.</p> <p>Action plan is clear but missing some supporting details.</p>	<p>Summary provides a comprehensive rationale for degree and institution to pursue. Student shares personality preference, and includes credibility of program, cost and size.</p> <p>Action plan is clear and includes length of time to complete degree at Valencia, study plan to ensure successful completion, Valencia resources that support success.</p>
<p>Step 3</p> <p>Attach Program Sheet</p> <p>Complete email to AS Career Program Advisor</p>	<p>Missing program sheet for chosen degree.</p> <p>Did not email and schedule an appointment with an AS Career Program Advisor</p>	<p>Attached Program sheet for chosen degree.</p> <p>Email to AS Career Program Advisor does not convey professionalism (see email etiquette)</p>	<p>Attached program sheet for chosen degree.</p> <p>Provided professional email to AS Career Program Advisor.</p>
<p>Step 4</p> <p>Complete MEP</p>	<p>No MEP provided</p>	<p>Uploaded Partial MEP checklist</p>	<p>Uploaded completed MEP checklist to Blackboard</p>

Writing Mechanics <i>Clarity, Sentence Fluency, Word Choice and Spelling/Grammar</i>	Frequent grammatical or mechanical errors that make the writing difficult to understand. Words are not used correctly. Sentence structure makes it difficult to read.	Occasional grammatical or mechanical errors, but the writing can be understood. At times words are not used correctly or sentence structure makes it difficult to read.	Few grammatical or mechanical errors; writing can be clearly understood. Words are used correctly (appropriate word choices.) Sentence structure conveys the ideas clearly.
Total			

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