

**WRITING PROFICIENCY REQUIREMENT**  
**CORE 3/HERITAGE EVALUATION**

Student:

Advisor:

Course Name:

Professor:

**In order to complete first year writing proficiency requirements, students must submit one paper from Core 3 or second semester Heritage.**

This is the second assessment of a student's writing proficiency. This form is used to evaluate a student's writing after her/his first year at Millsaps. Using the matrix below, evaluate the student's writing on a five-point scale for each of the **five criteria: content, organization, documentation, style, and mechanics**. Once you have measured the Core 3/Heritage paper by these criteria, determine the **overall rating** for this portfolio. Finally, include any general comments about the student's level of proficiency. If the evaluation is below a 3, please reference specific areas on which the student should focus in order to achieve proficiency.

Students are assessed: Well above Proficient, Slightly above Proficient, Slightly below Proficient, Well below Proficient, or Unable to judge.

The areas rated are:

**Content** (command of material, support, complexity of thought),

**Organization** (logical presentation, sequencing, transitions),

**Documentation** (bibliography, notes, complete and accurate citations),

**Style** (diction, suitability for intended audience),

**Mechanics** (syntax, grammar, punctuation, spelling), and

**Overall Rating.**

General judgment of the portfolio's proficiency:

Please comment on (1) apparent growth in writing over the semester and (2) specific areas for this student to work on, particularly if evaluation is below proficient.

Signature of Core 3/Heritage Professor Date Assessed