

UNLV English Composition Portfolio Placement

This assessment determines placement into ENG 101 for students without test scores or those who feel that standardized test scores do not accurately reflect their writing ability.

English Comp Testing Fee	
Fee	\$20
Receipt #	_____
Date Paid	_____

Name _____

Student ID# _____

Rebelmail _____@unlv.nevada.edu

Phone _____

- ◆ **Assemble a placement portfolio.** Please read instructions carefully. All parts of the portfolio are evaluated.
 - Select **two revised essays of at least 500 words each**. These could be essays that you originally wrote for high school or college classes, or they may be written specifically for this portfolio. In all cases, submitted essays must be typed, clean copies without teacher comments or grades. Be sure to proofread carefully and make corrections if you find any errors. These essays should reflect your best writing skills and will be evaluated in three areas: focus and content, organization and coherence, and sentence clarity and correctness. Research is not required, but if sources are used, they must be acknowledged.
 - Write a **cover letter (250-300 words typed)** which identifies the class in which each portfolio essay was originally written, the assignment that was given, and the skills that each essay demonstrates. If the essays were written specifically for this portfolio, explain why you chose these particular topics to write about. This cover letter will be evaluated in three areas: focus and content, organization and coherence, and sentence clarity and correctness.
 - Prepare to complete a **timed essay** in response to one of two short contemporary articles that will be provided the day of the test. This essay is designed to allow you to show your ability to apply critical reading and writing skills when working with a time constraint and will be evaluated in four areas: reading comprehension, focus and content, organization and coherence, and sentence clarity and correctness. You will be given up to two hours to complete this portion of the portfolio. You may bring a print or electronic dictionary, but you may not use a phone or Internet-based dictionary program.
- ◆ **Schedule an appointment to complete the timed essay.** Call the English Composition Office at (702) 895-3165 for information about scheduled test dates. Testing usually begins the week before registration opens and stops the week before classes begin.
- ◆ **Take this form to the Cashier's Office and pay the \$20 non-refundable fee.** The Cashier's Office is located in SSC-A136. See <http://www.unlv.edu/cashiering> for hours. New and incoming students may park in metered parking or obtain a visitor-parking pass. See <http://parking.unlv.edu/> for more parking information.
- ◆ **Bring the following on the scheduled test date:**
 - Photo ID
 - This form. Be sure that your personal information is clear and legible and that the fee is marked "paid."
 - The cover letter and two revised essays (as explained above)
 - A pen or pencil
- ◆ **Watch for your results.** Numeric scores will be entered in MyUNLV; course placement will be explained through an email sent to your Rebelmail. Results are often available the same day, but may take up to a week.

Score Range	Course Placement
1 - 4	A course offered by the English Language Center or ENG 101E with mandatory supplemental instruction.
5 - 8	ENG 101E Composition I Extended
9 -12	ENG 101 Composition I

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Evaluators (initial)	R1:	course	R2:	course	R3:	course	Timed Writing:
Cover Letter:							R1:
Revised Essay 1:							R2:
Revised Essay 2:							R3:
Deficient Skills:	F&C O&C SC&C		F&C O&C SC&C		F&C O&C SC&C		RC F&C O&C SC&C
Placement:	Recorded in MyUNLV:			Notified:			