

University of Oklahoma  
School of Library and Information Studies  
**DECLARATION OF INTENT TO PRESENT THE PORTFOLIO**

1. **STUDENT:** Submit this completed form to the SLIS Coordinator in the SLIS office in Norman by Friday of the eighth week of class in the semester immediately prior to the semester in which you intend to present (fall semester if you intend to present in the spring, spring semester if you intend to present in the fall). Portfolios may not be presented during summer terms. Please signify your intent to present your portfolio by indicating the semester and year in which you plan to present. Please print neatly.

Semester \_\_\_\_\_

Year \_\_\_\_\_

Focus Area: \_\_\_\_\_

Please list any internship supervisors and their institutions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I plan to present my portfolio in the semester indicated. I have completed the core requirements, am in good academic standing (cumulative 3.0+), and will have all incompletes completed.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

2. **FACULTY ADVISOR\*:** By signing this form, you are indicating that you have consulted with the student who is preparing to present the portfolio in the semester indicated and that s/he has a plan for further consultation with you about his/her progress and preparation.

\_\_\_\_\_  
Signature of Faculty Advisor

\_\_\_\_\_  
Date

3. **TECHNOLOGY NEEDS:** Technology must be requested at least two weeks prior to the student's presentation (e.g. a PC, projection equipment, etc.). Please indicate your technology needs in the space below.

4. **The SLIS Coordinator** will collect forms and send the list of qualified applicants to each applicant's faculty advisor.

**DEADLINES for Spring 2008-Spring 2009**

|                             |                  |
|-----------------------------|------------------|
| Presentation in Spring 2008 | October 12, 2007 |
| Presentation in Fall 2008   | March 7, 2008    |
| Presentation in Spring 2009 | October 17 2008  |

\*Faculty members certification as to signature does not constitute the student's readiness to present.