



Experiential Learning Portfolio for 10504146 Probation/Parole

Student Contact Information:

Name: _____ Student ID# _____

Email: _____ Phone: _____

*It is **required** that you speak with the Academic Dean or instructor who teaches this course prior to completing a portfolio.*

Directions

Consider your prior work, military, volunteer, education, training and/or other life experiences as they relate to each competency and its learning objectives. Courses with competencies that include speeches, oral presentations, or skill demonstrations may require scheduling face-to-face sessions. You can complete all of your work within this document using the same font, following the template format.

1. Complete the Student Contact Information at the top of this page.
2. Write an Introduction to the portfolio. Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.
3. Complete each "Describe your learning and experience with this competency" section in the space below each competency and its criteria and learning objectives. Focus on the following:
 - What did you learn?
 - How did you learn through your experience?
 - How has that learning impacted your work and/or life?
4. Compile all required and any suggested artifacts (documents and other products that demonstrate learning).
 - Label artifacts as noted in the competency
 - Scan paper artifacts
 - Provide links to video artifacts
 - Attach all artifacts to the end of the portfolio
5. Write a Conclusion for your portfolio. Briefly summarize how you have met the competencies.
6. Proofread. Overall appearance, organization, spelling, and grammar will be considered in the review of the portfolio.
7. Complete the Learning Source Table. Provide additional information on the business and industry, military, and/or volunteer experiences, training, and/or education or other prior learning you mentioned in your narrative for each competency on the Learning Source Table at the end of the portfolio. Complete this table as completely and accurately as possible.

The portfolio review process will begin when your completed portfolio and Credit for Prior Learning Form are submitted and nonrefundable processing fees are paid to your local Credit for Prior Learning contact. Contact Student Services for additional information.

Your portfolio will usually be evaluated within two weeks during the academic year; summer months may be an exception. You will receive an e-mail notification regarding the outcome of the portfolio review from the Credit for Prior Learning contact. NOTE: Submission of a portfolio does not guarantee that credit will be awarded.

You have 6 weeks to appeal any academic decision. See your student handbook for the complete process to appeal.

To receive credit for this course, you must receive “Met” on 6 of the 7 competencies.

10504146 Probation/Parole, 3 Associate Degree Credits

Course Description: Probation/Parole - criminal justice system, probation and parole, types of offenses, sentencing process, presentence investigation, revocation procedures, alternatives to incarceration, parole board functions, parole officer responsibilities, and guidelines for releasing inmates.

Introduction: Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.

Competency 1: Analyze the criminal justice system in relation to probation and parole

Criteria: Performance will be satisfactory when:

- you explain the criminal court process from a crime being committed to sentencing
- you explain the working relationship between professionals in the criminal justice system and probation/parole officers
- you explain the working relationship between professionals in the social services system and probation/parole officers

Learning Objectives:

- a. Review the criminal court process
- b. Examine the role of the probation/parole officer and the court system
- c. Examine the role of the probation/parole officer and the social services system
- d. Examine the role of the probation/parole officer and law enforcement
- e. Examine the role of the probation/parole officer with the prison system

Required Artifacts: None

Suggested Artifacts: Related Training Certificate(s)

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 2: Examine theories and strategies of offender treatment and rehabilitation

Criteria: Performance will be satisfactory when:

- you explain key theories currently used in probation and parole departments
- you identify treatment strategies currently used in probation and parole
- you identify which treatment strategies are needed by an offender
- you explain how to access treatment options
- you explain the theory and application of evidence-based practice
- you identify assessments currently used to place offenders in programs

Learning Objectives:

- a. Explain social services treatment strategies
- b. Explain mental health treatment strategies
- c. Explain evidence-based practice
- d. Explore the role of education in rehabilitating offenders
- e. Explore the role of assessments in selecting the best treatment option

Required Artifacts: None

Suggested Artifacts: Training Certificate(s) related to offender treatment and rehabilitation

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 3: Examine the role of the pre-sentence investigation reports in the sentencing process

Criteria: Performance will be satisfactory when:

- you identify the indeterminate, determinate, presumptive, and mandatory types of sentencing
- you explain the factors involved in sentencing
- you describe how different factors would affect the outcome of sentencing
- you identify the function(s) of the components of the pre-sentencing investigation report
- your pre-sentence investigation report includes a description of the present offense (offender and police versions)
- your pre-sentence investigation report includes offender's personal history information
- your pre-sentence investigation report includes a summary
- your pre-sentence investigation report includes a recommendation

Learning Objectives:

- a. Review the types of sentencing
- b. Analyze factors that affect sentencing
- c. Explain the importance of the pre-sentence investigation report in the sentencing process
- d. Examine the legalities of the pre-sentence investigation report
- e. Examine the components of the pre-sentence investigation report
- f. Explain the functions and uses of the pre-sentence investigation report

Required Artifacts: None

Suggested Artifacts: Criminal Investigative Reports

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 4: Summarize the development of probation and parole

Criteria: Performance will be satisfactory when:

- you explain key people and events in the history of probation
- you explain the key points of probation and parole departments' mission and goals
- you describe the functions of probation and parole departments
- you explain the impact of Wisconsin Act 28

Learning Objectives:

- a. Explain the origin of probation and parole
- b. Examine the major historical events in the development of probation and parole
- c. Examine the philosophies of probation and parole
- d. Examine the goals of probation and parole departments
- e. Analyze the functions of probation and parole departments

Required Artifacts: None

Suggested Artifacts: Related Training Certificate(s)

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 5: Compare and contrast probation and parole

Criteria: Performance will be satisfactory when:

- you differentiate between treatment of offenders coming from jail and offenders coming from prison
- you explain probation program options including shock probation, split sentencing, shock incarceration, electronic home monitoring, early release, and drug court
- you explain parole program options including shock incarceration, discretionary release, mandatory release, and intensive supervision probation (ISP)
- you differentiate between parole administrative hearing versus probation revocation hearing
- you explain due process in a parole revocation hearing

Learning Objectives:

- a. Analyze programs for probation
- b. Analyze programs for parole
- c. Examine the differences in the revocation process between probation and parole
- d. Explain due process for an administrative parole revocation hearing
- e. Analyze the role of the parole board

Required Artifacts: None

Suggested Artifacts: Related Training Certificate(s)

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 6: Analyze the organization and operation of probation departments

Criteria: Performance will be satisfactory when:

- you diagram the organizational structure of Wisconsin probation and parole
- you explain the roles and functions of the staff in a probation department
- you explain how mission, vision, and goals direct the work of a probation department
- you explain the benefits and opportunities available in probation careers

Learning Objectives:

- a. Examine the organizational structures of probation departments
- b. Examine the roles and functions of probation department staff
- c. Examine the mission, vision, and goals of probation departments
- d. Explore the benefits and opportunities of careers in the probation field

Required Artifacts: None

Suggested Artifacts: Related Training Certificate(s)

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 7: Summarize the roles and functions of probation/parole officers

Criteria: Performance will be satisfactory when:

- you describe the responsibilities of probation/parole officers
- you identify the barriers of re-entering offenders
- you describe strategies for managing workload
- you describe current trends in the probation field

Learning Objectives:

- a. Examine the role of probation/parole officers in tracking offenders
- b. Examine the role of probation/parole officers in rehabilitating offenders
- c. Examine the role of probation/parole officers in case management
- d. Examine the role of probation/parole officers in assessing offenders
- e. Examine the barriers of re-entering offenders
- f. Examine strategies for workload management
- g. Examine current trends in the role of probation/parole officers

Required Artifacts: None

Suggested Artifacts: Related Training Certificate(s)

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

