**Alaina Baker, B.S.W. Student**

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**East Lansing, Michigan, 48823**

**Tel. (989) 666-6647**

June 10, 2013

BSW Program, Professor Lois Garriott

Wayne State University School of Social Work

42 W. Warren Ave.

Detroit, Michigan, 48202

Dear Professor:

Enclosed please find my social work portfolio, submitted in partial fulfillment of the requirements for the Bachelor of Social Work degree. The included documents are as follows:

1. Table of Contents
2. Introduction
3. Résumé
4. Personal Statement
5. Learning Products and Assessments
6. Summary
7. Appendixes containing educational transcripts, selected course syllabi, certifications, letter of recommendation and personal learning plan.

Upon submission of these documents, I believe I have met or exceeded all of the requirements for the social work portfolio.

Please contact me directly should you have any further questions at (989) 666-4478.

Sincerely,

Alaina Baker

B.S.W. Student