

## GUIDELINES FOR SENIOR PROJECTS

- Choose a Senior Project that will expand your experience beyond the academic program.
- Choose a project that will give you a sense of accomplishment and pride.

*Community based* projects might include fire companies, churches, libraries, nursing homes, hospitals, Special Olympics, Relay for Life, summer camps, town and community cleanups, repairs or restorations, non-profit organizations such as the Lions, Elks, Moose, Eagles, Rotary, Knights of Columbus.

*School based* projects need to be non-graded activities done **after school hours.**

- Paperwork is to be submitted to the Career Center. Be sure to include the provided project cover sheet. With the exception of the cover sheet, all of the other pages should be computer generated for clarity and appearance.
- Due to the quantity and lack of storage space, you are asked not to use portfolios or binders. A clear plastic folder is acceptable.
- Deadline for senior projects is **April 30.**

**Part One: Written Proposal**

Please describe in detail what your project is and why you chose it. This should be completed on at least one written page using proper punctuation and grammar.

**Part Two: Timeline**

Please attach after your written proposal a type written timeline. All students are required to complete between 10 and 20 hours. The timeline should include the times and dates of all the activities which were necessary to the completion of your project and should include all of the following:

Meeting with Advisor	Completing Written Proposal & Senior Project Form
Research for Project	Meeting with Project Personnel
Project Activities	Review and Submission of Project

Below is an example of how the timeline should look.

<u>Date:</u>	<u>Time Spent</u>	<u>Activity</u>
10/12/04	½ hour	Met with advisor concerning project
10/14/04	½ hour	Met with Hospital Representative concerning volunteering
10/23/04	2 hours	Volunteered at Rehab Wing of Hospital
10/30/04	2 hours	Volunteered at Rehab Wing of Hospital
11/05/04	2 hours	Volunteered at Rehab Wing of Hospital
11/13/04	2 hours	Volunteered at Rehab Wing of Hospital
11/17/04	2 hours	Volunteered at Rehab Wing of Hospital
11/23/04	1 hours	Completed written proposal and Project Form
11/28/04	½ hour	Reviewed Proposal with advisor and prepared final copy

**Part Three: Resources**

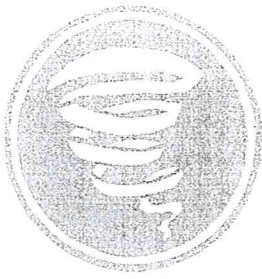
Please attach after your timeline a type written resource list that includes all the resources that you plan to use to accomplish your project. Specifically, you should include any special equipment, tools, computer software programs, books, periodicals, or any other supplies used to complete your activities.

Below is an example of how the resource page should look.

<u>Type of Materials</u>	<u>Detailed Use of Materials</u>
Wheelchair	Escorted Patients around Hospital
Food trays	Used to deliver food to patients
Microsoft Word Software & Computer	Prepared Report for Senior Project Form

**Part Four: Additional Information**

Please attach after your resource page any additional supporting documentation that you have to verify the completion of the project. Pictures, certificates, thank you and appreciation letters are examples of additional information.



# Mount Carmel Area High School Senior Project Form

Student Name: \_\_\_\_\_

Advisor Name: \_\_\_\_\_

Homeroom Number: \_\_\_\_\_

Expected Year of Graduation: \_\_\_\_\_

Please specify if this is an individual or group project

\_\_\_\_\_ Individual Project

\_\_\_\_\_ Group Project *(No more than 5 students can work on a project as a group.)*

If completing a group project, please list the other participants below.

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Name of Project and brief explanation:

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Student Signature: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

Passing Grade Assigned on this date: \_\_\_\_\_