

## Senior Project

### Purpose Statement

Northwest Christian High School seeks to assist families in developing Christian leaders prepared to influence their world for Jesus Christ. As part of that goal, the Senior Portfolio will be a compilation of career exploration and college preparation activities that will contribute to the student's personal post High School plans.

At the completion of the Portfolio, each student will present their personal project and research to a panel of community leaders.

The final Portfolio will be issued a letter grade and a semester (.5) Culminating Project Credit to be included on the student's transcript.

### Objective

Students will participate in a seminar style class room setting that will assist them in planning and preparation for their personal portfolio. This setting will permit students to receive guidance in all project activities necessary for successful completion of the Senior Portfolio. This valuable endeavor will contribute in preparing Northwest Christian High School's graduates to succeed in both college and career pathways.

Senior Portfolio Seminar will be completed in one semester, initially meeting once per week for first quarter, led by Mrs. Flores and Ms. Van Lierop. For the remainder of the semester, the teachers will be available during the assigned class time for questions and further instruction as needed.

### SENIOR PORTFOLIO WILL CONSIST OF THE FOLLOWING SCOPE AND SEQUENCE:

1. **Community Service:** Defined as activities for groups or organizations where the participant does not receive anything (grade or payment) in return for his/her time and energy.
  - A. Beginning with freshmen year, students will compile a ledger of community based services. This will be verified by either a certificate or letter (signature) from the organization served.
  - B. Students will complete 40 hours of Community based service during their High School career ending with graduation. These hours may include: church related activities (i.e.; Mission trips, nursery work, Sunday school or worship service, janitorial or landscaping, hospital or humane society volunteer, etc.)
2. **College Research**
  - A. Students will complete a College Information Questionnaire. The College Questionnaire assists students and families to research important factors that contribute to the college preference decision.
  - B. Students will be assisted in the college application process to include: reference & thank you letters, personal essays, deadlines and form completion.
  - C. Students will be given pertinent timeline information regarding scholarship research & completion of the FAFSA (Free Application for Federal Student Aid) [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
3. **Job Shadows**
  - A. Consist of a minimum of 3 hours at a place of employment with a "Job Shadow Host" in a career field of interest. The host should not be a relative. Where safety and security issues prohibit a shadow experience, an interview of the "Job Shadow Host" will suffice with prior approval of the advisor.
  - B. Students will complete a minimum of one job shadow with a one page evaluation submitted for each Job Shadow and a follow up Thank you note to the host.
4. **Career Research Paper OR Career-Based Project**  
**Students may choose option A or B. All students will complete C.**
  - A. Career Research Paper: A research paper written on a career the student is interested in pursuing. The career must be approved by the teacher; if not approved, any work on the paper will not be accepted.

1. Students will complete a second job shadow & one page evaluation, as defined in section 3, on a career of interest.
  2. Students will research the chosen career using a wide variety of resources to gain further knowledge that will assist in writing an informative research paper.
  3. Students will submit an outline, three page rough draft & final draft per advisor's revisions and deadlines.
- B. Career-Based Project: A project requiring a minimum of 20 hours that meets an expressed need in the community giving the student an opportunity to display career interests. The career-based project must be approved by the teacher; if not approved, the project will not be accepted.
1. Students will write and submit a proposal to the organization describing the plan and, where appropriate, identifying the budget necessary to complete the project.
  2. Students must obtain and identify a project advisor within the organization before beginning the project. The advisor will be required to attend a meeting with Ms. VanLierop and Mrs. Flores at a scheduled date.
  3. Students will provide an evaluation of the completed project, including strengths and weaknesses of his/her planning & leadership, photos of project in process and completion, & thank you note to project adviser.
- C. Résumé & Job Interview
1. Students will be instructed how to successfully create a basic résumé for a high school student.
  2. Students will practice the art of self promotion in an interview.

#### 5. Final Presentation

- A. Students will prepare a 10 minute presentation with visual aids based on their option of either the Career Research Paper or Career-Based project to be evaluated by a panel of teachers, parents, and administrators.
- B. Students will have an opportunity to answer questions and gain feedback from these evaluators regarding their projects and presentations.

#### GRADING

Each activity will be assigned a specific point value and evaluated based on successful, comprehensive completion of all activities by stated deadlines. Students will have points deducted when submissions are late; if late, the highest grade the assignment will receive is a C or 75%. Semester Grading will be based on 40% of the Quarter 1 grade +40% of the Quarter 2 grade + 20% of the final "participation" grade.

- **If a student does not turn in work on the due date, it is considered late until the end of the week. If turned in the following week, the assignment will receive a zero, and if the student obtains two zeros, he or she will receive an incomplete for the first semester. The student will then have to make up the Senior Project second semester in addition to working with the maintenance crew 1 hour every day after school for 30 days during second semester. The student may complete the project during first semester, but will still be required to work with the maintenance crew 1 hour after school for 30 days.**

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**SENIOR PORTFOLIO SEMINAR**

**PARENT/STUDENT RESPONSE TO THE SENIOR PORTFOLIO SEMINAR**

WE HAVE READ THIS DOCUMENT AND BY SIGNING BELOW STATE THAT WE UNDERSTAND ALL REQUIREMENTS AND THAT DEADLINES MUST BE MET FOR SUCCESSFUL COMPLETION OF THE SENIOR PORTFOLIO REQUIREMENT.

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*Student Name*

*Signature*

*Date*

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*Parent Name*

*Signature*

*Date*

This signed response must be returned to Ms. Van Lierop or Mrs. Flores the first day of class.