



Croatan High School Graduation Project **POLICIES AND PROCEDURES**

(Online form)

1. The Graduation Project Steering Committee looks very closely at whether a physical product exhibits a learning stretch for the student. In other words, the student must go outside of the comfort zone, working on a project in which he or she is interested, yet inexperienced. Students are encouraged to be creative when choosing physical projects. Also, remember that all products will be presented to a panel of judges.
2. Once the Graduation Project Steering Committee has approved the student's topic and product, any proposed changes must be submitted for the Committee's approval in a formal letter before the deadline given the timeline. Changes after that date will be considered only if they result from unforeseeable circumstances beyond the student's control.
3. The student must pass all phases of the Graduation Project by the due dates in order to fulfill the requirements and to graduate.
4. A student's Graduation Project research paper and physical product must be a "learning stretch," and the research paper and the physical product must be related.
5. The selection of the product component is an important decision, so a student should pick something in which he/she is interested. However, all consequences of the product choice, production, and experience, unless otherwise stated, rest solely on the student and parent(s)/guardian(s). The Graduation Project Steering Committee must approve all topics.
6. After the Committee has approved the research paper topic and the physical product, only in an emergency will the Committee consider a change. The student must deliver this typed request for change to the Graduation Project Coordinator for the Committee's consideration. Explain the emergency, and photocopy and attach any supporting documentation.
7. Work may be turned in before the due date.
8. Computer, printer, and/or disk problems are not excuses for late work.
9. Shadowing (observing) a person may be a part of the physical product but is not sufficient to complete the product component.
10. Each student must do his or her own work. No group work is allowed.
11. In order to be eligible to present at Senior Boards, students must be prepared and participate in practice presentations.

Student Signature _____ Date _____

Parent Signature _____ Date _____