



Shady Side Academy Senior School Senior Project Program 2019-20

PHILOSOPHY

The Senior Project is designed to offer students the opportunity to pursue a serious learning experience outside the traditional setting of the classroom during the final three weeks of their senior year. Approval of the project acknowledges that the student has demonstrated a good record at Shady Side Academy and the maturity to carry out the project in a timely and responsible manner.

DESCRIPTION

The Senior Project covers a wide range of educational activities. The project, designed by the student, provides an opportunity to pursue special activities, and it may be completed on or away from the campus. Projects may involve the development of a new skill, the pursuit of an academic research project, mastery of a musical piece, creation of a work of art, or service to the community.

The student will prepare a formal written proposal for presentation to the Senior Project Committee. The student is required to find 1) an On-Campus Project Sponsor who will help with the planning of the proposal and serve as a liaison between the student and the school and 2) a Project Advisor who is willing and able to supervise the project's activities.

PARAMETERS

- Form VI students are eligible and encouraged, but not required, to participate in the program. For more information, students should talk to their advisor, other Faculty members and/or the Chair of the Senior Project Committee.
- Participants are expected to maintain a satisfactory academic record; this typically entails three or better effort ratings and grades of C or better in all classes in both fifth and sixth form years.
- Participants must have demonstrated a strong citizenship record, including attendance and disciplinary record. The committee will closely scrutinize applicants with absents rates in excess of 5% and is likely to reject proposals if absence rates exceed 10%. **Excessive absences after approval for your Senior Project, regardless of reason, may result in your name being removed from the approved list.**
- The project duration is three weeks. Students are expected to be actively engaged in their project for a minimum of 25 hours per week. **Students will submit a calendar detailing their plans at least 4 weeks in advance of the start of the project. Please note the important dates on last page of this document.**
- Participants will discontinue all non-AP classes at the start of the project. They must attend AP classes through the exam. Participants do not need to continue with Physical Education classes.
- Students will complete their team schedules for sports teams, and are required to participate in their Performing Arts Concerts, which will be held on 5/7/20 for the Band Senior Honors Concert, and 5/5/20 for the Senior Choir/Strings Honors Concert.



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- Grades for non-AP Term 3 classes will close at the start of the project. Grades for AP classes will close after the AP exam. Students must be in good standing in each class in order to start the project.
- Students will be expected to meet weekly throughout the duration of the project with their SSA Project Advisor. Students will have meetings on campus with other project participants during the completion of their project. Weekly meetings will be held on 5/8, 5/15, and 5/22.
- All financial obligations associated with the project are the responsibility of the student and his or her family, including any necessary transportation.
- Students may not receive financial compensation for participating in their project.
- International travel is not permitted as part of the Senior Project.
- All students participating in a Senior Project must present their project to the community during the designated time in the week leading up to Commencement. Presentations must be pre-approved by the faculty advisor and must include a 2-page (minimum) written report.
- Form V students will be required to attend the Senior Project Presentations.
- A direct family member [parent, grandparent, sibling, aunt, uncle or cousin] may not own or be the principal director of the sponsoring organization or business.
- Project Sponsor:
 - The selection of the sponsor is the decision of the student. The student is encouraged to arrange for the sponsor and the student's parents to have contact prior to the beginning of the project.
 - The sponsor should have recognizable knowledge and experience in the area of the project.
 - A direct family member [parent, grandparent, sibling, aunt, uncle or cousin] may not be the Project Sponsor.
- Faculty Advisor:
 - Each student must have a faculty advisor (there can be one advisor for a group project). Faculty members are limited to advising 2 projects.
 - The Faculty Advisor will support the student through the application process. Once the project is approved, the Faculty Advisor may be asked to help refine the project and assist with the development of the calendar.
- **Failure to meet expectations of the project will result in its termination and an expectation to meet the remaining expectation of the courses in which the student was enrolled for Term III.**



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PROPOSAL: Initial Proposal due 1/30/20 by 3 pm.

- Title page including name of candidate, title of project and dates of project.
- Concise and detailed description of the project which should include purpose, goals, preparation plans, planned activities, potential activities, final product of the project, name of On-Campus Project Advisor, and Project Sponsor.
- The proposal is to include the student's plans for fulfilling the following requirements:
 - Detailed evaluation by student, which can take the form of a daily detailed journal, a written paper, a multimedia product. The committee is open to consider other possible evaluation formats.
 - The form in which your Presentation to the Academy Community will be shared. This could be a video, power point, sharing of your created project or other form approved by the Committee.
- Group projects can be considered if the end project depends on engagement of the full group and each person will play a distinct role and can make a meaningful contribution. Group projects will be considered only when there is a compelling reason the project cannot be completed on an individual basis. Each person must submit an individual application.
- **Please note dates of importance, included on the last page of this document.**

EVALUATION OF STUDENT'S PROPOSAL

The proposal evaluation based on the following criteria:

- The quality of the project to promote learning and personal growth as well as the persuasiveness of the actual written proposal, which should possess the qualities of a well-written academic paper.
- The educational quality of the proposal: how the proposed project will facilitate the student's goals.
- The committee's review of the student's academic and citizenship record.
- The project's final approval is contingent on the student maintaining an acceptable academic record and a strong citizenship record, including attendance, prior to the beginning of the project.



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APPLICATION PROCESS

- Download the appropriate forms from the *Downloadable Forms* page on the Shady Side Academy website. Or print them out from the email sent by Mrs. O'Brien
- **Dates of Importance:**
 - **Tuesday, December 17, 2019 at 3 pm:** General Topic and names of both the Project Sponsor and Advisor must be submitted
 - **Thursday, January 30, 2020 at 3 pm:**
 - Initial Proposal (see details under Proposal on page 3, and specific items to be returned below)
 - SIGNED Application, Sponsor Agreement, and Parental Permission Forms (Refinement requests will be given to students by Wednesday, 2/12/20)
 - **Friday, February 21, 2020 at 3 pm:** Final Proposals must be submitted
 - **Weeks of February 24th and March 2nd:** Seniors present Proposals to Committee
 - **Students will be informed prior to Spring Break if they have been approved**
- Submit to the Senior Project Director, Tara O'Brien by the dates listed above.

COMMITTEE MEMBERSHIP

- Any current Faculty member may join the committee. Length of service is at the discretion of Faculty member.
- Five members in attendance constitutes a quorum.
- A representative from the College Counseling Office is an ex officio member.
- The Head of the Senior School appoints the Chair of the committee.
- The Dean of Students and Residential Life or the Form VI Dean is an ex officio member of the committee.