

**A.C. Flora High School – IB DP Extended Essay
Student and Parent Agreement Form**
submit **COPY** to your TOK teacher

The following document outlines the expectations and requirements of the IB Diploma Programme's Extended Essay.

Expectations: (please initial next to each statement)

_____ I understand that the Extended Essay is an IB requirement which must be completed in its entirety to be eligible for the IB Diploma.

_____ I understand that the Extended Essay is completed independently and will entail work to be done on my own time and I am aware of the Extended Essay timeline and due dates.

_____ I understand that integrity and honesty will be upheld throughout the completion of the Extended Essay. Any suspicion of plagiarism or dishonesty in any aspect of the Extended Essay will be referred to Administration and could lead to removal from the program. Any inauthentic work **WILL NOT** be submitted to IB.

_____ I understand that I am responsible for meeting deadlines for ALL Extended Essay requirements. Failure to meet requirements and deadlines will have a negative impact on my CAS/EE course grade. **Failure to complete the rough draft in the junior year may result in removal from the IB Diploma Programme.**

Requirements:

Subject Proposals with annotated subject-specific guides	Final rough draft (due October)
3 proposed Research Questions	Final Extended Essay (due November)
Annotated Bibliography with at least 10 sources	Viva Voce interview (completed in December)
Five page draft (due March)	3-5 hours of meeting time with Supervisor
2500-word draft (due by the end of April)	Researcher's Reflection Space (in ManageBac) – used for informal reflections, planning, organization, etc.
3000-word draft (due mid-August)	Three Formal Reflections (submitted in ManageBac)

Student Agreement:

I, _____, currently enrolled in A.C. Flora's IB Diploma Programme, understand that the Extended Essay is a major requirement for the IB Diploma. By signing below, I acknowledge the expectations and requirements outlined above for the completion of the Extended Essay and recognize my responsibilities to the program.

Student Signature: _____ Date: _____

Parent Agreement:

As parent/guardian of _____, I am aware of the expectations and requirements of the Extended Essay and will remain abreast of deadlines and progress to ensure my son/daughter's success.

Parent Signature: _____ Date: _____

Parent Email: _____ Phone: _____