



Grades 9, 10 & 11 2011-12 WARWICK HIGH SCHOOL GRADUATION PROJECT

Student Name: _____ **Grade:** _____

Category: Check one. Career Exploration _____ Service Experience _____

H.R. Teacher: _____ **H.R. #:** _____

Email Address: _____ **Grad. Year:** _____

<u>Requirements</u>	<u>Due Date</u>	<u>Date Submitted</u>	<u>Initials</u>		
<p style="text-align: center;">9th and 10th grades— Career Cruising Requirements</p> <ul style="list-style-type: none"> • Complete matchmaker and save to portfolio – 9th grade • Become acquainted with the website and portfolio – 9th grade • Save 3 “careers that interest me” in your portfolio – 9th grade • Refine matchmaker results and save to portfolio – 10th grade • Complete “My Skills” and save to your portfolio – by 10th grade • Submit one journal entry to your portfolio – 10th grade • 3 schools of interest (at this time) – 10th grade • Post secondary plan – 10th grade 	April of 10 th grade year	_/_/_			
<p style="text-align: center;">11th grade Written Paper—formatting requirements</p> <ul style="list-style-type: none"> • Proposal letter – see template – Due Nov. 4, 2011 • 5 paragraph essay (minimum requirement) • Title page is in addition to the 5 paragraph (minimum requirement) • 12-pt. font, double spaced, 8.5” x 11” with 1” margins according to MLA or APA guidelines; Bibliography included (if applicable) 					
<p style="text-align: center;">11th grade Written Paper—content requirements</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Career Exploration</p> <ul style="list-style-type: none"> • Introduction— <ul style="list-style-type: none"> ○ Explanation of why you chose this career ○ Analysis of the career • Body paragraphs—to include, but are not limited to: <ul style="list-style-type: none"> ○ Educational requirements ○ Salary ○ Job outlook ○ Essential job functions ○ Working conditions ○ Recounting of shadowing experience • Conclusion— <ul style="list-style-type: none"> ○ Evaluate your own continued interest in career ○ Projected future in this career </td> <td style="width: 50%; vertical-align: top;"> <p>Service Experience</p> <ul style="list-style-type: none"> • Introduction &— <ul style="list-style-type: none"> ○ Explanation of why you chose this service experience ○ Analysis of the service project • Body paragraphs—to include, but are not limited to: <ul style="list-style-type: none"> ○ Recounting of service experience ○ Connect service experience to classroom learning during high school experience • Conclusion <ul style="list-style-type: none"> ○ Evaluate continued interest/participation in/with service project </td> </tr> </table>	<p>Career Exploration</p> <ul style="list-style-type: none"> • Introduction— <ul style="list-style-type: none"> ○ Explanation of why you chose this career ○ Analysis of the career • Body paragraphs—to include, but are not limited to: <ul style="list-style-type: none"> ○ Educational requirements ○ Salary ○ Job outlook ○ Essential job functions ○ Working conditions ○ Recounting of shadowing experience • Conclusion— <ul style="list-style-type: none"> ○ Evaluate your own continued interest in career ○ Projected future in this career 	<p>Service Experience</p> <ul style="list-style-type: none"> • Introduction &— <ul style="list-style-type: none"> ○ Explanation of why you chose this service experience ○ Analysis of the service project • Body paragraphs—to include, but are not limited to: <ul style="list-style-type: none"> ○ Recounting of service experience ○ Connect service experience to classroom learning during high school experience • Conclusion <ul style="list-style-type: none"> ○ Evaluate continued interest/participation in/with service project 	Must finish 9 th & 10 th grade items by January of junior year. Paper etc due Feb 10th 2012	_/_/_	
<p>Career Exploration</p> <ul style="list-style-type: none"> • Introduction— <ul style="list-style-type: none"> ○ Explanation of why you chose this career ○ Analysis of the career • Body paragraphs—to include, but are not limited to: <ul style="list-style-type: none"> ○ Educational requirements ○ Salary ○ Job outlook ○ Essential job functions ○ Working conditions ○ Recounting of shadowing experience • Conclusion— <ul style="list-style-type: none"> ○ Evaluate your own continued interest in career ○ Projected future in this career 	<p>Service Experience</p> <ul style="list-style-type: none"> • Introduction &— <ul style="list-style-type: none"> ○ Explanation of why you chose this service experience ○ Analysis of the service project • Body paragraphs—to include, but are not limited to: <ul style="list-style-type: none"> ○ Recounting of service experience ○ Connect service experience to classroom learning during high school experience • Conclusion <ul style="list-style-type: none"> ○ Evaluate continued interest/participation in/with service project 				
<p style="text-align: center;">11th grade Product—Journal</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Career Exploration</p> <ul style="list-style-type: none"> • Career exploration hours log • Shadow at least 1 person for the equivalent of one work day • 2 interview transcripts (to be attached/handed in when written paper is submitted) </td> <td style="width: 50%; vertical-align: top;"> <p>Service Experience</p> <ul style="list-style-type: none"> • Service experience hours log (25 hour minimum) • Journal of daily entries detailing activities & reaction • 1 interview transcript (to be attached/handed in when written paper is submitted) </td> </tr> </table>	<p>Career Exploration</p> <ul style="list-style-type: none"> • Career exploration hours log • Shadow at least 1 person for the equivalent of one work day • 2 interview transcripts (to be attached/handed in when written paper is submitted) 	<p>Service Experience</p> <ul style="list-style-type: none"> • Service experience hours log (25 hour minimum) • Journal of daily entries detailing activities & reaction • 1 interview transcript (to be attached/handed in when written paper is submitted) 	Feb 10th, 2012	_/_/_	
<p>Career Exploration</p> <ul style="list-style-type: none"> • Career exploration hours log • Shadow at least 1 person for the equivalent of one work day • 2 interview transcripts (to be attached/handed in when written paper is submitted) 	<p>Service Experience</p> <ul style="list-style-type: none"> • Service experience hours log (25 hour minimum) • Journal of daily entries detailing activities & reaction • 1 interview transcript (to be attached/handed in when written paper is submitted) 				

"Requirements (for graduation) shall include...completion of a culminating project. The purpose of the culminating project is to assure that students are able to apply, analyze, synthesize and evaluate information and communicate significant knowledge and understanding." (4.24, a)

Grades 9, 10 & 11
WARWICK HIGH SCHOOL GRADUATION PROJECT
TIMELINE
2011-12

Grades 9, 10 & 11 – Career Exploration and Service Experience are the project categories that you may choose from (the research and demonstration categories are not eligible).

Grade 9 Career Cruising: To be completed with guidance counselors in class (all on career cruising website).

1. Career matchmaker
2. List three careers that interest you
3. May complete my skills portion of Career Cruising website (not required at this time though).

Grade 10 Career Cruising: all to be completed by the end of school year, much of which, but not all will be completed with guidance counselors in class (all on career cruising website).

1. Refine career matchmaker
2. Complete the my skills portion on the Career Cruising website
3. Submit at least one journal entry to student portfolio on career cruising website.
4. List three school of interest on the Career Cruising website. (possible this year could be next year).

Grade 11 Career Cruising: These item (items 1-3) on career cruising website need to be complete this school year.

1. Submit at least **one journal entry** to student portfolio if this has not already been done.
2. **List three schools of interest** on the Career Cruising website.
3. Fill out the **post secondary plan** on the Career Cruising website
4. Select a project category (either career exploration or service experience).
 - a. Submit **Project Proposal Letter** (see letter template) – on or before **November 4, 2011** to the HS Office
 - b. **Complete category requirements** (job shadow/interviews/log etc. (see time log) or 25 hours of community service (see time log) / journal/interview etc).
 - c. Complete **written paper requirements** and submit the paper **by February 10, 2012** to the high school office for evaluation by the evaluation team.

Grades 9, 10 & 11

GRADUATION PROJECT PROPOSAL LETTER

SAMPLE OF A BLOCK STYLE LETTER WITH APPROPRIATE FORMATTING

Return Address: Street Address
City, State, Zip
Date

(3 Blank Lines)

Inside Address: Project Director's Name
Warwick High School
301 W. Orange Street
Lititz, PA 17543
(1 Blank Line)

Salutation: Dear _____:
(1 Blank Line)

Body:

_____The first paragraph should state the purpose and value of your project.

(Single Space Paragraphs; Double Space between Paragraphs.)

_____The second paragraph should state what you plan to do, a timeline
for completion, materials that may be required, and how you plan to complete
your project. _____

_____The third paragraph should be your request for action: _____
acceptance of your Proposal. _____

(1 Blank Line)

Complimentary Close: Sincerely yours,

Signature Space: (3 Blank Lines for Student's Signature)

Signature Line: Your typed name
(1 Blank Line)

Note: Use 1" to 1 1/2" side margins

"Requirements (for graduation) shall include...completion of a culminating project. The purpose of the culminating project is to assure that students are able to apply, analyze, synthesize and evaluate information and communicate significant knowledge and understanding." (4.24, a)

