



JCHS Special Project Credit

Project Success I

CN: 32.41700

Policy:

To meet the requirements for graduation, JCHS will recognize Special Project Credit for any student who completes out-of-school initiatives based on a Special Project proposal and completion of work by the individual student. The Special Project Credit (equivalent of 1 full unit of credit) may be used to fulfill an elective requirement for graduation. Students must complete the work for credit outside of the regular school day.

Granting of credit for approved out-of-school initiatives recognizes student achievement in areas tailored to their specific interests but not available in the regular program of study. It encourages students to become involved in the selection, planning, and organization of their own programs.

While students may use programs already in place, it is recommended that the proposal be developed to meet the needs and interests of the individual student. In instances where a student enrolls in more than one special project, credits shall not be approved unless the projects vary substantially from year to year or demonstrate increased levels of proficiency.

Requirements:

- *The project must be in place and approved prior to the student beginning the project.
- *Each project should be carried out under the supervision of a teacher.
- *The content of the Special Project need not be related to a specific school subject. If a Special Project is related to a school subject, the content of the project shall be distinct from and in addition to regular course requirements.
- *Transportation to and from any outside locations must be provided by the student and cannot take place during required attendance for on-campus courses.
- *Student activities that would otherwise be considered a normal part of extracurricular or co-curricular activities generally offered by a school may not be given Special Project Credit recognition (team sports, yearbook, student officer positions, etc.).
- *Students cannot earn Special Project Credits for paid positions or service.

Implementation:

JCHS students must submit the completed Special Projects Credit Application and proposal to the counseling department **no later than two weeks** before the project will begin. All submissions must be approved by the administration. Students are required to submit a clearly planned proposal which shall include:

- *a description or outline of the project
- *the number of hours of work expected to complete the project
- *a method by which the project will be carried out
- *a description of the expected result
- *the evaluation procedures jointly developed by the student and supervising teacher
- *the expected completion date
- *name and signature of supervising teacher

Special Project Proposal

Name: _____

Area of Study: _____

Name of Supervising Teacher: _____

Signature of Supervising Teacher: _____

Start Date: _____

End Date: _____

Estimated Number of Hours: _____

Special Project Description and Explanation (Essay)

The following questions are intended to help you with the planning process for your special project proposal. The proposal should be in the form of an essay. Please review the questions with the teacher who will serve as your supervisor for this project.

Describe your special project.

List the goals which you hope to accomplish.

How do you think this project will benefit and assist you in the future?

How will you accomplish your goals?

In what activities and events do you plan to participate?

Describe the time commitment needed for this project to be completed.

How do you plan to be evaluated for your work?

List project leaders or personnel (other than your supervising teacher) who will help you in this endeavor.

Special Project Evaluation (Essay)

The following questions are intended to guide you and your supervising teacher in the evaluation portion of your project. This evaluation portion of the Special Project Credit should be completed by both the student and the supervising teacher. The essay should address the following:

Did you achieve all the goals that you set for yourself? Why or Why not?

What do you feel is the most important thing you learned?

How will you use what you have learned and how will you share it with others?

Looking back at your goals...were they realistic?

What would you do differently if you could make changes?

How will this process benefit you in the future?

The Special Project Evaluation Essay should be submitted by the supervising teacher.

Time Log

The following chart is a time log used to keep track of time spent on your Special Project. Activities to keep track of in this log include but are not limited to: work, project meetings, research, speeches or presentations, clinics, fundraisers, community service, etc. Add multiple pages if needed.

Date	Hours	Activity
Total:		

Student Signature _____

Date _____

Supervising Teacher Signature _____

Date _____