Capstone Project Proposal Instructions
John Stark Regional High School

The Capstone Project is your pursuit of new learning as you work with a mentor to explore your interests. It is a demonstration of your ability to learn independently as well as a demonstration of your college and career readiness. Your project may be totally academic, totally hands on, or a combination of the two.

While most projects are completed independently, some projects may require participation in formal outside instruction. These will be accepted at the discretion of the Capstone Coordinator. Students who wish to do this must be clear about the independent portion of the project.

The proposal is a typed description of what the student plans to do and why they are interested in this topic. It is designed to help students determine what their project will entail. The rubric is a tool to help students create specific, measurable, and achievable, yet challenging, goals.

Steps of the Proposal process:

1. Choose a coach. Your coach is a staff member at John Stark who will guide you through the process of completing your Capstone project.
2. Join Google Classroom using the code: ftshcd
3. Draft a written proposal & rubric using the templates provided in Google Classroom. DO NOT SUBMIT through Google Classroom.
4. Meet with coach to go over proposal & rubric.
5. Use his/her feedback to revise your written proposal & rubric.
6. Re-submit to coach after making revisions. Coach must sign “Coach Response Form” indicating that they have reviewed it and that it is ready for submission.
7. Submit written proposal & rubric to Capstone Coordinator by given date to be reviewed by staff.

SUMMER PROJECTS:
If you are planning to start your project at the end of your junior year or over the summer, you should:

- Make sure to pick a coach who will be available over the summer.
- Submit your written proposal by FRIDAY, APRIL 21, 2017.

If your proposal is ACCEPTED, you may begin.

If you proposal needs modifications, you must make the suggested changes and resubmit BEFORE you begin your project.