

Solon High School Senior Project

To: On-Site Sponsor
From: Senior Project Committee

The role of the on-site sponsor is one of support and mentoring. The success of the Senior Project at Solon High School ultimately depends on the commitment of the students to work cooperatively and effectively with their on-site sponsor and their faculty advisor. As a business professional in the community, you will play an active part in the student's learning experience. In serving a dual role as the student's mentor and sponsor, you will give the student a concept of the world of work.

As an on-site sponsor, you will be asked to accept the following responsibilities:

1. Help the student organize his/her senior project experience and indicate your approval using the link that will be sent to you via email.
2. Advise and guide the student on his/her senior project experience and verify/confirm that he/she has completed the required 50 hours.
3. Complete an evaluation form at the close of senior project. (will be sent electronically via email)
4. Contact the faculty advisor with any concerns or questions that arise during the student's senior project. (The faculty advisor will contact you at the onset of the project so that you have a contact person and number.)
5. You may wish to set up some type of informal contract with the student for a mutual understanding of what will be expected during senior project but do not feel that such action is mandatory.

The following are guidelines for the students that you might find helpful.

1. Students are to be on site for a minimum of 50 hours total. (April 28 – May 9)
2. Attendance and punctuality are essential.
3. A student may not be paid for his/her project work.
4. No relative may be in the direct line of supervision for the student.
5. Each student has chosen a faculty advisor who will act as a weekly consultant for the student.
6. Students are required to write a daily journal and document the days and hours spent on senior project.
7. Students will be asked to write a reflection paper at the conclusion of their project and will make a presentation about their project on an assigned date to the Senior Project Committee.