

Senior Projects: Pre- and Post-Project Checklist

ITEM	DUE DATE	DONE
Senior Project Brainstorming Session	This will be completed at the beginning of the second semester in advisory.	☐
Senior Project Mentor Form	Friday, November 21st	☐
Senior Project Proposal and Calendar	Due by Friday, March 6th, by 5:00 pm	☐
Need help finding a Senior Project	Meet with Mrs. Taylor from the Alumni Office to connect and network for your Senior Projects. December 4, 11 January 12, 27, 29 Feb. 4, 10, 19, and 24 Location: Multi-Purpose Room Time: 10:20-10:40am	☐
Supervisor Letter	If you are working at an organization, this letter may be helpful to provide to your supervisor/sponsor for your senior project.	☐
Final Project Approval	March 2025. Team Leaders will notify you if your project has been approved.	☐
Seniors' Last Day: Friday, May 2 (You must have completed all items on the checklist and have an approved project.)	<i>Note: Service Hours must be completed by the start of your Senior Project (Friday, May 2).</i>	☐
Midpoint Project Progress Meeting	Required signatures and turned into a mentor at the midpoint meeting (25 hours).	☐
Final Google Site Submitted	Due AT LEAST 24 hours before your presentation	☐
Presentation and Feedback to Students on Presentation Dates.	Your team leader determines the due date based on your calendar.	☐
Feedback to Students	Informal and formal feedback will be given to students after their presentation.	☐
Transcript	Notification of Pass will be included on your final transcript.	☐