

EXTENDED APPLICATION PROJECT GUIDE / CHECKLIST

EA Project: College Prep Student Name: _____ AG Teacher: _____

Project Requirements:

Every EA Portfolio will include the following documents:

- Title Page
- Table of Contents
- Cover Letter
- Resume and References
- CRLE Reflection Forms (8)
- Work Log – Your EA project requires 10+ hours of documented time spent completing your project, assembling your portfolio, and preparing your presentation. You must keep a log of these activities.
- Reflective Essay (2-4 pages in length, outline is available on EA website)
- Copies of Thank you Notes (AG Teacher, Counselor, Teachers, Supervisors, etc.)
- Supporting Documentation (award certificates, lesson plans, newspaper clippings, pictures, etc.)

College Prep Project:

- Choose a college:** If you have not already chosen a college, research three. Of those you research, choose the one that you are most interested in and use it to fulfill the remaining steps.
- Application** — Obtain and complete a copy of a college application as well as all required documentation for admission.
- Complete the FAFSA or ORSAA**
- If attending a community college** in Oregon and have *minimum cumulative GPA of a 2.5*, complete the **Oregon Promise Application**.
- Admissions readiness test:** If going to a 4 year university, take the SAT/ACT. If attending a 2 year school, take required placement test for your specific school. Ex. Accuplacer, Compass)
- Scholarship application:** Apply for a minimum of 2 scholarships and provide evidence of application.
- College visit:** Visit at least 1 college in person OR 2 AG college visits at SHS.
- Letter(s) of Recommendation** (if applicable).
- NCAA Worksheet** (if applicable)
- If you are short on hours, complete additional activities:**
 - Job Shadow
 - Attend a college fair
 - Go to an industry event
 - Take a class (CPR/First Aid, Food Handlers License, etc.
 - Interview someone in a career of interest
 - Attend an informational session
 - Attend Scholarship/Financial Aid Night/FAFSA Lab Night
- Presentation**
 - Introduce** your project
 - Explain** the process used/timeline/work plan and journal highlights
 - Explain** how, after completing your project, you are more prepared for the future
 - Share** any new ideas you had during or after your project
 - Explain** the next steps for your senior year
 - Explain** the next steps for immediate post high-school plans
 - Include** a visual aid (poster, PowerPoint, scrapbook, demonstration, etc.)

EXTENDED APPLICATION PROJECT SCORING GUIDE

EA Project: College Prep Student Name: _____ AG Teacher: _____

Portfolio Scoring Guide (Check when standard is met)

- | | |
|---|---|
| <input type="checkbox"/> Title Page | <input type="checkbox"/> Work Log |
| <input type="checkbox"/> Table of Contents | <input type="checkbox"/> Reflective Essay |
| <input type="checkbox"/> Cover Letter | <input type="checkbox"/> Copies of Thank You Notes |
| <input type="checkbox"/> Resume and References | <input type="checkbox"/> CRLE Reflection Forms/Evidence (8) |
| <input type="checkbox"/> Choose a College | <input type="checkbox"/> Supporting Documentation |
| <input type="checkbox"/> Application for Admission | |
| <input type="checkbox"/> Scholarship applications | |
| <input type="checkbox"/> College Visit(s) | |
| <input type="checkbox"/> FAFSA or ORSAA Documentation | |
| <input type="checkbox"/> Oregon Promise Application (<i>If applicable</i>) | |
| <input type="checkbox"/> College Entrance Exam Verification | |
| <input type="checkbox"/> Letter(s) of Recommendation (<i>If applicable</i>) | |

Presentation Scoring Guide

5 = Exceeds Standard 4 = Meets Standard 3 = Below Standard

Relevance

- Student demonstrates a connection between the project and his or her post-high school goals and plans
- Student shows evidence of new learning, ideas, results, or conclusions appropriate to his or her personal, academic, and/or career interests and post-high school goals.

Rigor

- Student shows how he or she applied academic and specialized knowledge and skills appropriate to his or her personal, academic, and/or career interests and post-high school goals and plans.
- Student shows how he or she applied those skills in complex or non-routine situations where there was some individual responsibility and autonomy.

Reflection

- Student shows evidence of reflecting on the project's connection to his or her post-high school goals and plans.
- Student shows evidence of new learning, ideas, or conclusions as a result of participating in the project.
- Student shows evidence of reflecting on how he or she applied appropriate academic and specialized knowledge and skills in complex or non-routine situations during the project.

Completion Date: _____

Advisor Signature: _____