



Registrar's Office Use Only

Prescott College RDP ~ Senior Project Application

This is a Web enabled form! Type directly into fields & use drop-down menus.

Through the Senior Project Application, students:

- ✓ Write a full narrative definition of their competence(s).
- ✓ Write a narrative description of their senior project that demonstrates competence.
- ✓ Write a liberal arts statement that interprets their educational journey and justifies the granting of a Bachelor of Arts degree.
- ✓ Fill out a senior project contract.
- ✓ Formally amend the degree plan to include all alterations that have occurred.

Student Name: _____
First Middle Last

Phone: () - _____ Advisor: _____

Title of Project: _____

Instructor: _____ Faculty Evaluator*: _____

*A faculty evaluator is required if the Senior Project instructor is not a Prescott College faculty member.

Is your Writing Certification III paper on file with the Registrar? (Choose one) **Yes**

In what course did you complete your WCIII paper? _____

Remember – you can not register your SPA until your WCIII paper is on file in the Registrar's Office

The Senior Project Application consists of the following 4 main parts.

- ☐ **Your Senior Project Application and Contract** with *all* required signatures.
- ☐ **The 3 required essays** (please see the student handbook for details on the required content of the senior project essays).
- ☐ **A final degree plan.** This final DP consists of a new DP form that lists all of the courses you actually took, along with a DP amendment cover page that lists the differences between this final DP and the original, approved DP.
- ☐ **The Senior Project Checklist** initialed by your advisor.

Your IGC must initial their approval of the first 3 parts of the SPA in the space below.

IGC Member	IGC Approval	SP Contract	3 Essays	Final DP
Advisor	_____ Printed Name	_____ Initials	_____ Initials	_____ Initials
2 nd Faculty	_____ Printed Name	_____ Initials	_____ Initials	_____ Initials
Student	_____ Printed Name	_____ Initials	_____ Initials	_____ Initials



Prescott College RDP ~ Senior Project Contract

1. This form *must* be typed, with all information completed and all signatures as required.
2. Use the attached checklist as a guide. The checklist must be reviewed and initialed by your advisor and submitted with this contract.
3. Upon completion of the form, submit as follows: 1 copy to your advisor, 1 copy for your own files and the signed original hardcopy to the Registrar's Office. Be sure to save a copy of this contract in electronic format as well.
4. If the instructor is not a regular Prescott College faculty member:
 - a. You must provide them with a Mentor Packet (available in the Registrar's Office).
 - b. You must submit your mentor's resume and W-9 to the Registrar with this contract.

Year: Select	Term: Select	Session: Select	Credits: Select
Student:		Current Phone #: () -	
Title of Project:			
Intended Graduation Date: 05,2009		Program: Adventure Education	
Instructor:		*Faculty Evaluator:	
Advisor:		Letter Grade Requested? Select	
How many hours will you meet with your instructor each week?		Hours / Week	
<small>*A faculty evaluator is required if the Senior Project instructor is not a Prescott College faculty member.</small>			

- ✓ **Does this S.P. involve use of any on-campus labs or studios?** No
If "yes" a standard facility use fee will be applied.
- ✓ **Does this S.P. involve use of Prescott College's Kino Bay facility?** No
If "yes" a standard facility use fee will be applied.
- ✓ **Does this S.P. involve international travel or domestic contact with another culture?** No
If "yes" attach Form A: Application for Study Abroad / Intercultural Study.
- ✓ **Does this S.P. involve human services activities?** No
If "yes" attach Form B: Malpractice Liability Statement.
- ✓ **Does this S.P. involve technical or field-based activities?** No
If "yes" attach Form C: Risk Management Review Form.

May we make your Senior Project a public example for other students to consult? Yes

Course Description: (As it will appear on your transcript; maximum 150 words. Must be written in 3rd person.)

Goals & Objectives: What do you want to accomplish or learn in this course? What new knowledge and skills do you expect to gain as a result of this senior project?

Activities: What specific activities will you do to fulfill the above objectives? Describe at least one activity to meet each objective.

Evaluation: On what basis do you want to be evaluated? Strictly on documented completion of your activities? On the basis of your instructor's qualitative judgment? A test? A combination of these? If you requested a grade, identify basis for assigning higher or lower grades, and basis also for upper or lower division.

Bibliography: List the reading you will be doing as part of this senior project (additional listings may be added as the project progresses).

If yes, do you meet the Intercultural Studies requirements? **No**

Risk Management Review: In addition to being subject to the normal review process, Senior Projects that involve international, human services, or field work must be reviewed by the Risk Management Director. If your Senior Project involves one of these types of work, please turn in Form A, B, or C by the date listed in the Student Handbook to the Risk Management Director for review. Note: The Risk Management Director does not need to review your entire Senior Project, just the necessary risk forms. *The due date for this review is early in the process. Check the Student Handbook for the current due date.*

If yes, provide your off-campus address and phone number where you may be contacted for the duration of this study:

structor is: **Select** (attach résumé and W-9 if not on file and provide instructor with Mentor Packet)
IMPORTANT: Be sure to fill in ALL instructor information below.

Instructor Address:

Student: _____ Date / /

Faculty Evaluator: _____ Date / /

****Note to advisor: Do not sign until S.P. checklist (final page) is completed with your initials***



(To be completed by the student's advisor)

Initial Here

- | | |
|--------------------------|---|
| <input type="checkbox"/> | All personal and course information (including identification of mentor) is complete. |
| <input type="checkbox"/> | The mentor is appropriately qualified to instruct this Senior Project. |
| <input type="checkbox"/> | If the mentor is not on file, his or her resume/C.V. and signed W-9 are attached. |
| <input type="checkbox"/> | The student has appropriately assessed the need for completion of Risk Management forms: A (International/Intercultural), B (Human Services) and C (Backcountry/Technical). |
| <input type="checkbox"/> | If the mentor is not an RDP faculty member, a faculty evaluator has been identified on the contract. |
| <input type="checkbox"/> | The student has the academic background necessary to succeed in this Senior Project. |
| <input type="checkbox"/> | This Senior Project is academically sound with appropriate goals and objectives, activities and methods for evaluation. |
| <input type="checkbox"/> | There is an appropriate preliminary bibliography. |
| <input type="checkbox"/> | The course description is appropriate for inclusion in the student's official transcript (written in the 3 rd person without errors in spelling and grammar). |
| <input type="checkbox"/> | The mentor and student (and faculty evaluator if applicable) have signed the contract. |