

MARSHALL COUNTY SCHOOL SYSTEM

Administrative Procedures

6.1

Effective Date: 04/22/15

Revised Date:

**Section:** *Student*

**Subject:** *Schools to Work and Career Capstone Experience*

**Related Policy:**

**I. DEFINITIONS**

Students participate in individual work-based learning experiences in professional settings when they meet the hours required for full-time course equivalent. These experiences may include completing a senior project, virtual enterprise, working as an intern, work-based learning, service learning, career exploration through job shadowing, or Principal-approved Capstone experience. Students may choose to compile 100 hours through serving in one of these categories, or may serve in multiple categories to accumulate the required 100 hours.

This credit can not be applied towards graduation requirements.

**II. PROCEDURES**

1. Must abide by the conditions and procedures of the Marshall County Schools to Work and Career Capstone Experience and any specific requirements of the selected goal.
2. Sections I and II of the Capstone Experience Agreement must be completed and returned before participation may begin.
3. Section III of the Capstone Experience Agreement will be completed at the end of the semester.
4. A minimum of 100 hours is required to complete this program.
5. The school reserves the right to contact any of the responsible parties to confirm the student's progress.

**III. ATTACHMENTS**

Capstone Experience Agreement

Signature on File

Jacob Sorrells, Director of Schools