



HARDIN VALLEY ACADEMY

SENIOR PORTFOLIO MENTOR FACT SHEET

What is Senior Portfolio?

- Senior capstone experience
- Similar to independent study, field experience, or honors thesis at the college level
- One of nine requirements for earning an academy endorsement
- UNPAID activities such as internships, shadowing a professional, conducting research, or work-based learning experiences
- Opportunity for seniors to engage in an authentic learning experience outside of a traditional classroom
- Completed during the summer prior to, fall semester of, or spring semester of a student's senior year
- Diploma designation that the student has spent extra time in the study of a particular academic area (i.e. mathematics or science)

What are the Requirements for an Endorsement?

- 30 Credits (speech strongly suggested)
- GPA 3.0 Minimum
- 50 Volunteer Hours (over the 4 Years)
- 30 Job shadowing hours
 - Written Journals and Reflective Paper
 - Mentor Evaluation
- Completion of course progression related to endorsement area
- Completion of Major Research Project (as a component of AP Research course, Honors Academic Research course, or Work Based Learning/ CTE)
- Presentation to Academy Flight Time
- Participation in Community Showcase Evening - TBA

What do Mentors Need to Know About Senior Portfolio?

- Students are to follow all Senior Portfolio Requirements and Pacing Deadlines
- Students complete and record a minimum of 30 unpaid job-shadowing or working with a mentor in a career field on interest during the summer prior to, fall semester of, or spring semester of senior year
- Student provides own transportation to workplace
- Student will work with mentor to create a workable schedule, which should be workable for both the mentor and the student
- Students submit periodic journals, a reflective paper, and present both what they've done and learned to peers, underclassmen, and HVA faculty and staff
- Students are expected to represent HVA in a positive manner while working within the community and with the mentor. If students fail to do so, please contact Rudy Furman at rudy.furman@knoxschools.org or 719-6840 immediately.

Expectations for Mentors

- Provide a broad experience which exposes the student to either a career field of interest or provides an opportunity for independent research; student may work with one mentor or several
- Permit student to participate in hands-on activities, allowing them to get involved and work for you
- Agree to a brief interview where the student will ask you questions regarding your training, educational background, and personal growth
- Expose student to your field of expertise
- Communicate with specific Academy Dean (see HVA Academies webpage) if any issues or concerns should arise
- Complete a Mentor Evaluation form at the conclusion of the internship