Dear Senior Capstone Project Mentor:

You have been asked by _____________________________, a student at North Branford High School, to be a Senior Capstone Project Mentor because you possess expertise in an area of interest to him/her. The Senior Capstone Project at North Branford High School seeks to build a bridge for students between the skills they learn in the classroom and the real world.

The four phases of the Senior Capstone Project include the completion of a Letter of Intent, fieldwork, a Reflective Narrative and final product, and a formal presentation before a panel of judges. As a mentor, you will serve as a guide for the student during his/her fieldwork.

To begin with, the student must present you with a working plan/schedule for his/her fieldwork project. Once you and the student have agreed to this plan/schedule, your role as a mentor is to:

1. Work with the student to fine-tune the plan to develop a challenging fieldwork project.
2. Guide, encourage, and oversee the student as he/she works to complete the fieldwork project.
3. Verify the time the student spends on the fieldwork.

We appreciate your willingness to share your knowledge and expertise with one of our students and to serve as a mentor for him/her. We hope you find this experience to be a rewarding one.

If you have any questions or concerns about your role as a mentor, please do not hesitate to contact me. You may call me at North Branford High School at 203-484-1465. In addition, my e-mail address is jtzetzo@northbranfordschools.org.

Sincerely,

Mrs. Jennifer Tzetzo
Senior Capstone Project Coordinator