

CAS REQUIREMENTS

for the

Class of 2009!

- ✚ You must complete at least one Activity Form for each of the three areas – **Creativity, Action and Service**. All forms must be signed by the activity project-leader (someone other than a family member.)
- ✚ Fill out a CAS Form for any activity where you are logging hours. **Plan ahead!** If you think you might use hours from an activity, bring along a CAS form to have the activity project-leader sign at that time.
- ✚ Fill out each CAS Form as thoughtfully and thoroughly as you can – making sure you have a form for all activities from which hours are counted
- ✚ There must be one essay, minimum 400 words, for each area – **Creativity, Action and Service**. You do not need an essay for each CAS activity, just for each area. Please read *Creativity, Action and Service- Frequently Asked Questions* for more details.
- ✚ Remember that you must have completed at least 50 hours for each of the three areas for a total of 150 hours
- ✚ Plan on attending a CAS writing workshop in the fall of your junior year and an informational session in the spring. By the end of that year, you should have completed 75 total hours, and at least one essay.
- ✚ There will be a CAS “Check-Up” workshop held in the fall of your senior year you will attend. By that time, you should have 125 hours and 2 essays completed.
- ✚ **By March of your senior year, all three essays, all hours and your CAS portfolio should be completed.** Senior peer interviews will be scheduled sometime that spring, and only after all forms and portfolios have been received and approved.