

# Extended Essay Student/Parent Contract

The Extended Essay is an extensive research paper of up to 4,000 words on a topic of the student's choosing in an available Diploma Programme discipline. The Extended Essay is a required component of the Diploma Programme for all DP candidates. While the Extended Essay is technically an independent piece of student work, it is supported in two significant ways. The first is that it is conducted through the Theory of Knowledge course, which includes a calendar of checkpoints and expectations. The second is that each candidate is assigned an Extended Essay supervisor, a member of the Millbrook staff, is trained in the discipline of the essay.

The Extended Essay is considered to be one of, if not the most valuable single piece of work your student will complete in terms of promoting college readiness. It is also one of, if not the longest assignments your student will have completed in terms of length of the paper and the timeframe of the assignment. Given the impact the Extended Essay has on receiving the IB diploma, the extensiveness of the assignment, and the invaluable resource assigned to the student in the EE supervisor, it is imperative that the student meet the obligations laid out in the EE calendar available at [mhsdp.weebly.com](http://mhsdp.weebly.com).

If the student does NOT meet the obligations set forth in the EE process, the following consequences will be enforced:

**Failure to submit EE Subject Proposal by stated deadline**

*Student will be assigned advisor after all other students have been assigned advisor.  
Assignment will be based on availability.*

**Failure to meet with supervisor for required supervisor meetings or fail to prepare for the supervisor meetings**

*Student will be reassigned to the IB coordinator as a supervisor and will potentially be required to change topics based on the coordinator's supervisor role.*

**Failure to submit a first draft of minimum 2,500 words by the end of junior year**

*Student will be considered for removal from IB Diploma Programme*

This signed contract is required back to the IB diploma coordinator by \_\_\_\_\_. The student will not be assigned an EE supervisor until this form is received.

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Student Name (Print): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent Name (Print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_