

Student Name: \_\_\_\_\_

Incoming Grade Level: 9 10 11 12  
(Circle one of the above)

# APPLICATION & ADMISSION INFORMATION 2018 – 2019



## Applicant Checklist Summary ~

1. Submit Profile and Academy Preference Form
2. Submit Student Written Statement

### Other documents and considerations IF APPLICABLE

- Current Norm Reference Test(s) scores if Florida Standards Assessment (FSA) or End of Course (EOC) Assessments were not administered.
- Current Individual Education Plan (IEP) and/or Behavior Improvement Plan (BIP) and the most recent psychological report, if applicable.
- Current 504 Plan, if applicable.
- Current Functional Behavior Assessment (FBA), if applicable.
- Custodial papers and documentation

Please see page 7 for further clarification, if needed.

# Table of Contents

- ❖ Mission & Vision
- ❖ Introduction for Admission
- ❖ Invitation to Join Us
- ❖ Program Highlights
- ❖ Career Technical Academics Descriptions
- ❖ Co-Curricular Activity Focus
- ❖ Transportation and Meals
- ❖ SPHS Graduates
- ❖ Application Completion Process
- ❖ Selection Timelines and Family Considerations
- ❖ Timeline for Incoming Freshman
- ❖ Admission Criteria
- ❖ Responsibilities
- ❖ On-line Application Access link
- ❖ Student Prompt/Rubric



## **MISSION**

The Mission of Suncoast Polytechnical High School is to provide a highly personalized educational experience where students master a rigorous career and technology driven curriculum within a thematic, analytical, and interactive teaching and learning environment.

## **VISION**

It is the Vision of Suncoast Polytechnical High School to be recognized for providing a world-class technical education.





## **INTRODUCTION FOR ADMISSION FOR 2018 – 2019**

Suncoast Polytechnical High School is a unique magnet technology high school that prepares students for colleges and careers. Here you focus on learning what you love, so you love what you're learning. A learning environment that provides opportunities – math, science, language arts, and social studies – by infusing them with real-world projects in career technology programs. You learn your lessons while you learn a skill ... 21<sup>st</sup> Century high – tech skill, the ones that are needed for 90% of tomorrow's most rewarding and lucrative careers.

SPHS offers a *rigorous academic program which includes both Advanced Placement (AP-Capstone Diploma) and Dual Enrollment (DE) college credit courses* an equally *rigorous Career Technology Education (CTE) programs*. Students have the opportunity to select one of our seven accelerated CTE Academy pathways. In addition, our students are active members of the Sarasota community, involved in community service learning projects, participating in work-based learning, and have the opportunity to complete college level courses. If this is the type of school environment that excites you and you are ready to commit yourself to focusing on your future, we invite you to apply to Sarasota County's only magnet high school that is designed with **your** future in mind.

## **INVITATION TO JOIN US**

Selecting a high school and a program of studies is a big decision for the whole family. Thank you for your interest and for taking the time to consider us for your high school experience. Please read the materials enclosed in this packet and browse our website: [www.sarasotacountyschools.net/schools/suncoastpolytechnical/](http://www.sarasotacountyschools.net/schools/suncoastpolytechnical/) for additional information. Additional questions can be answered by attending one of our informational meetings (dates are posted on our website) or by calling the school's office at (941) 921-3981.

## PROGRAM HIGHLIGHTS

### CURRICULUM

All students will experience a strong college preparatory, academic and career-focused curriculum with an emphasis on business knowledge and 21<sup>st</sup> Century workplace skills. Students must be able to work confidently in the digital/technical environment including embedded coursework and assessment.

- ❖ The rigorous academic program will offer regular, honors, Advanced Placement (AP) AP Capstone Diploma option, as well as Dual Enrollment (DE) courses for college credit. Students will also select an accelerated CTE program of study through one of our seven Career Academy pathways as outlined on page 5 of this packet.

In their Junior year SPHS students may continue in their Career Academy or select one of the many areas of CTE certifications available to SPHS students at Suncoast Technical College. Students will focus on a career pathway that will lead to certification and post-secondary opportunities. SPHS students get preferential seating in the traditional programs of study available at Suncoast Technical College.

- ❖ As a part of a district supported initiative for technology, each new **student is issued a personal Microsoft Surface tablet for academic and personal use.** Upon successful completion of graduation and community service requirements students are allowed to keep their devices for postsecondary life.
- ❖ Students utilize technology, complex systems and work as a member of a team and foster a passion for continuous learning.
- ❖ Students will demonstrate their learning through exhibitions, performance-based assessments and digital portfolios all within a real world framework.
- ❖ Students will develop short and long-term academic and career plans.
- ❖ Teaching and learning will be individualized within a student-focused school culture where adolescent social and emotional growth is nurtured.
- ❖ Students will be awarded a standard four-year high school diploma including scholar, merit designations.

### CLUBS AND ACTIVITIES AT SPHS 2017 – 2018

Academic Olympics	Anime Club	Art with a Heart Club
Envirothon	Equality Alliance	Math Lab
Mu Alpha Theta	National Honor Society	Newspaper Club
P7 (Christian Club)	Relay for Life	Sports & Fitness Club
Student Council	STC Competition (CTE Specific)	
Skills USA	Technology Student Association (T.S.A.)	
Yearbook		

Each fall students are surveyed for co-curricular clubs of interest. New clubs are organized based upon student interest, appropriate sponsorship and then are submitted through an approval process including (but not limited to) Student Council, School Advisory Council and SPHS Administration.

<b>SPHS / Career Technical Academics</b>	
<b>CTE</b>	<b>Description</b>
<b>*Animation, Game &amp; Simulation (A/G/S)</b>	This program is designed to prepare the student for entry into a career in visual art at either a computer game development studio or a feature film studio. The goal of the curriculum is to teach students the fundamentals of art and design, and help them build a digital portfolio of their work for submission to the college of their choice. Using 21st century technology, students will explore drawing, painting, and sculpting techniques for the purposes of character and environment design, as well as complex concepts in game design and interactive media. Students who successfully complete this program will be well-prepared candidates for colleges that can teach them to become 3D modelers, texture artists, environment artists, animators, level designers, concept artists, visual artists and art directors.
Business Technology	Do you want to own your own business or manage a company? This pathway focuses on business practices in management, <a href="#">legal administration</a> , human resources, <a href="#">communication</a> , bookkeeping, insurance, and relevant computer applications. You will learn the functions of management, forms of business ownership, ethics, business plans, and analytical skills <a href="#">needed to own and operate a business</a> . <a href="#">Choose from the options of accounting, legal, medical, or administrative specializations after completing the business management portion of the pathway.</a>
Digital Video Production (D.V.P.)	Are you interested in the exciting field of digital production? This pathway prepares you to enter a career field as a videographer, editor, production assistant, lighting director, technician, <a href="#">or advance into a college video production program</a> . <a href="#">The program is designed to help students gain practical knowledge and experience in television production, news gathering, and film production using current industry standard equipment and software.</a> Build your <a href="#">real-world</a> knowledge of script writing, preproduction, camera work, lighting, audio recording, set design, studio/field production, and editing <a href="#">by signing up for this entertaining pathway.</a>
Power Equipment Technologies	Do you have an interest in engines? Students who enter this pathway will receive hands-on instruction on two-stroke and four-stroke cycle engine repair, valves, fuel systems, ignition systems, exhaust, lubricants, and cooling systems. Learn to diagnose problems and repair gas powered chainsaws, lawn mowers, golf carts, and other similar equipment. Students have the option to move into auto service, marine service, or collision repair after completing the small engine portion.
Practical Nursing	Everyone remembers a nurse who has helped them at some point in their life. This pathway prepares students to become licensed practical nurses. Learn to administer nursing care to patients in hospitals, extended care facilities, physician's offices, health care agencies, and private homes. This care includes providing for physical and emotional needs of the patient, administering medications, providing therapeutic treatments, and rehabilitation assistance. Clinical experiences make up more than half of the entire program to include <a href="#">medical, surgical, maternal-child, mental health, and geriatric nursing.</a>
EMT/ Fire Fighter	The field of Emergency Medical Service is exciting and always in demand. This career pathway prepares students to administer basic emergency care using industry standard equipment taught by currently employed local EMS professionals. Students gain experience through human patient simulators, local emergency rooms, and fire department rescue units. Students will need to return after graduation to complete required ride time in order to be eligible for certification as EMTs and Fire Fighters.
<b>*Robotics /Applied Engineering</b>	The purpose of this program is to provide students with a foundation of knowledge and technically oriented experiences in the study of applied engineering and its effect upon our lives and the choosing of an occupation. The content and activities will also include the study of entrepreneurship, safety, and leadership skills. This program focuses on transferable skills and stresses understanding and demonstration of the technological tools, machines, instruments, materials, processes and systems in business and industry. The content includes but is not limited to study in mechanical, electrical, civil, and environmental engineering disciplines.

### **CO-CURRICULAR ACTIVITY FOCUS**

Each Career & Technical Education (CTE) Program of Study is a member of a State & National Career & Technical Student Organization (CTSO). Students benefit from leadership training, competitions, and contacts made through their networking with opportunities to apply their knowledge through career-specific and related activities. These organizations include:

Skills USA

FCCLA – Family Career and Community Leaders of America

FBLA – Future Business Leaders of America

FIRST Robotics – For Inspiration and Recognition of Science and Technology

HOSA – Health Occupations Students of America

FFA - Future Farmers of America

VEX: Robotics

TSA – Technology Student Association

Note: No Inter-scholastic athletic programs will be offered on the SPSHS campus. Student who desire to participate in Inter-scholastic sports programs must abide by the FHSAA Guidelines and contact their districted high school athletic director. Or complete and submit the athletic choice application available at [www.sarasotacountyschools.net](http://www.sarasotacountyschools.net).

### **TRANSPORTATION AND MEALS**

Both breakfast and lunch will be available for purchase as well as for students who qualify for the Free and Reduced meal program. Students who reside in Sarasota County and who are enrolled at SPSHS currently (2017 – 2018) have been offered pocket-pick up transportation services.

### **SPHS GRADUATES**

Students will pursue a selected Career & Technical Education (CTE) program of study and will have had the opportunity to earn certification, pursue employment opportunities and have completed a strong college preparatory, academic and career-focused curriculum. All students will have the opportunity to complete the requirements for all three Bright Future Scholarship Programs which entitle them to renewable, post-secondary scholarships for full or part-time enrollment.

- ❖ All students are expected to take **two years** of a world language (Spanish)
- ❖ All students are expected to take four years of math instruction.
- ❖ All students are expected to take four years of science instruction
- ❖ All students are expected to complete 100 hours of community service

### **APPLICATION COMPLETION PROCESS**

There are 2 elements of the Student Application that need to be accomplished for the submission to be considered completed and ready for consideration:

1. Submit Profile and Academy Preference Form
  - a. Complete Demographics and Contact section
  - b. Complete “How did you hear about us section
  - c. Rank Preference of Academy Pathway placement
    - i. See page 6 for Academy descriptions
2. Submit Student Written Statement
  - a. Read three question prompt and scoring rubric on page 14
  - b. Type, proofread and submit your response

Other Documents and Considerations IF APPLICABLE

- \_\_\_ Current Norm referenced Test(s) scores if FSA or EOC assessments not administered
- \_\_\_ Current IEP and/or BIP with most recent psychological report
- \_\_\_ Current 504 Plan
- \_\_\_ Custodial papers and documentation



**SELECTION TIMELINES AND FAMILY CONSIDERATIONS**

- ❖ Applications are currently being accepted for the 2018 – 2019 school year.
- ❖ Applications are available in the SPHS main office; they are available for download from our school website and at The Landings in the School Choice Department office.
- ❖ Admissions preference is given to siblings who meet the Admissions Criteria.
- ❖ If a parent wants their student to attend a school different from their districted high school should their child NOT be offered a seat at Suncoast Polytechnical High School, a parent should sign their student up with the School Choice office located at The Landings (please refer to their website at [www.sarasotacountychools.net/departments/schoolchoice/](http://www.sarasotacountychools.net/departments/schoolchoice/)) prior to the School Choice deadline. The School Choice Open Enrollment window has not yet been determined, however, please note that the deadline for School Choice is usually **prior** to the date of the notification of SPHS application status. The offices of School Choice can be reached via telephone (941-927-9000 – ask for the School Choice office) or via their website ([www.sarasotacountychools.net/departments/schoolchoice/](http://www.sarasotacountychools.net/departments/schoolchoice/)).
- ❖ Completed application packets can be received several different ways: via US Mail, faxed, emailed to [SPHSapplications@sarasotacountychools.net](mailto:SPHSapplications@sarasotacountychools.net) or delivered in person to the main office of Suncoast Polytechnical High School Monday through Friday from 7:15 am to 2:45 pm. Application packets must be postmarked on/before February 28, 2018 so as not to be considered a “late” application. **PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE PARENT/GUARDIAN TO CONTACT SPHS TO CONFIRM THE APPLICATION HAS BEEN RECEIVED IN ITS ENTIRETY.**
- ❖ Academy Selection: Students accepted for admission to SPHS will be placed in Learning Academies based on date/time of application submission. While every effort will be made to place students in their first choice, it is essential that the student rank their preferences of Learning Academy. This is typically a two-year commitment, so please be thoughtful in your response.

**Key Dates for Incoming Freshmen**

Application Deadline	February 28, 2018
Application Review	March 1 – April 2, 2018
Late Application Begins	March 1, 2018
Late Application Review	As time allows
Written Notification mailed	April 5, 2018
<b>Class of 2022</b>	
Student Parent Information Night (S.P.I.N.)	April 19, 2018
Written Student/Parent Confirmation Required	April 19, 2018
<i>(at or before S.P.I.N.)</i>	

**Please note:** The application process can take several weeks, depending on the documentation required to process the application. Therefore, there is a possibility that any student applying after July 1, 2018 might not be enrolled at SPHS at the beginning of the 2018 – 2019 school year. Your patience is requested and appreciated.

## **TIMELINE FOR INCOMING FRESHMAN**

### **Applications**

- ❖ Applications are due on/before February 28, 2018. Each application will be reviewed according to admissions criteria (see “Admissions Criteria” page 10). Every application will be reviewed by the appropriate committees.
- ❖ Students will apply to one of seven specific career academies offered at SPHS. Students will make application by prioritizing in rank order academy preference. SPHS will attempt to provide all students with first preference. Students will be placed in career academies based on order of application receipt. In most cases, career academies have a maximum enrollment of 25 students.
  - All eligible applications received on or before the February 28, 2018 due date will receive written notification of conditional acceptance after the review period is closed.
  - Conditionally accepted students are invited to attend the Student Parent Information Night (S.P.I.N.) on April 19, 2018.
- ❖ Written notification of application status, to include career academy placement, will be mailed to applicants who submitted their application on or before February 28, 2018. Parents of conditionally accepted students must send the “Seat Confirmation” to SPHS on/before April 27, 2018. **\*\*\* PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE PARENT/GUARDIAN TO CONTACT SPHS TO CONFIRM THE APPLICATION HAS BEEN RECEIVED IN ITS ENTIRETY. \*\*\***
- ❖ Applications submitted on or prior to February 28, 2018 that *do not meet the entrance criteria* due to low standardized test scores will be declined, however, the application can be reviewed again, upon parental request, once updated results of spring test scores are released. This may impact your ability to be accepted into your choice of career academy.

### **Late Applicants**

- ❖ All applications received or postmarked **after** February 28, 2018 will be considered **Late**. Applications will be date and time stamped and reviewed according to entrance criteria on a monthly basis. Following review, applicants will be notified in writing of their application status (meet criteria: accepted, wait list, or do not currently meet the criteria). Late applicants that have been accepted will be added to the wait list by order of application date received.
- ❖ Late applicants who *do not meet the entrance criteria* due to low standardized test scores will be declined, however, the application can be reviewed again, upon parental request, once updated results of spring test scores are released. This may impact your ability to be accepted into your choice of career academy.

## ADMISSIONS CRITERIA

### 1. Academic Criteria for Initial Eligibility:

#### a. Class of 2022 ~ Incoming Freshman:

- i. FSA ELA Grade 8 Reading Level 3 or higher;
- ii. FSA Mathematics Grade 8 (Algebra ready)

**OR**

- iii. Current Norm Referenced test scores if 2017 test results are not available.  
Norm referenced test scores will be analyzed and interpreted for high school readiness.

#### b. Class of 2021 ~ Incoming Sophomores:

- i. FSA ELA Grade 9 Level 3 or higher;
- ii. Passing End-of-Course (EOC) Algebra I;

**OR**

- iii. Current Norm Referenced test scores if 2017 test results are not available.  
Norm referenced test scores will be analyzed and interpreted for grade level readiness.

- iv. 2.0 Unweighted GPA

#### c. Class of 2020 ~ Incoming Juniors:

- i. FSA ELA Grade 10 - Level 3 or higher;
- ii. Passing End-of-Course (EOC) Algebra I

**OR**

- iii. Current Norm Referenced test scores if 2017 test results are not available.  
Norm referenced test scores will be analyzed and interpreted for grade level readiness.

- iv. 2.0 Unweighted GPA

#### d. Class of 2019 ~ Incoming Seniors:

- i. FSA ELA Grade 10 Level 3 or higher;
- ii. Passing End-of-Course (EOC) Algebra I

**OR**

- iii. Current Norm Referenced test scores if 2017 test results are not available.  
Norm referenced test scores will be analyzed and interpreted for grade level readiness.

- iv. 2.0 Unweighted GPA

#### **Please Note:**

Initial application review and initial eligibility will be based upon 2017 Reading FSA and E.O.C. scores. Students must meet 2018 Florida Standard Assessment – English Language Arts (FSA ELA) Level 3 Reading and Level 3 in Math Standards when applicable.

**Upper-class (sophomores, juniors and seniors) acceptances are also subject to academic alignment for scheduling.**

2. Student disciplinary history is subject to review. Students with a history of inappropriate behavior will not be accepted.
3. Student attendance history is subject to review. Students with a history of excessive absences will not be accepted.
4. Exceptional Student Education (ESE) Student Services:
  - a. The size of our school/staff enable us to offer limited accommodations, consultation to teachers and limited support facilitation. SPHS must have ability to provide services required in IEP based on allocated staff. Student IEP must reflect consult level or service and/or a mainstream/inclusion instructional approach. **A current copy of the IEP with the most recent psychological report or 504 Plan must be submitted with the application, Parent is responsible for providing an updated copy to SPHS within 5 business days of the most recent IEP/504 meeting.** If a student is currently active in a support program, the records will be reviewed by a team for appropriate placement and services. Only standard diplomas are issued at SPHS.
  - b. Students with a Functional Behavior Assessment (FBA) must submit a copy **with the application.**
5. English Language Learner (ELL) Student Services: The limited size of our school/staff enables us to offer only a mainstream/inclusion instructional approach in our English for Speakers of Other Languages (ESOL) program for ELLs.
6. SPHS has a specific academic path for our students; therefore, previous academic history must align with SPHS' academic program of studies.
7. Student essay will be used by the committee to assist career academy placement and demonstrate technology proficiency.

***It is important to note – if the student is accepted into SPHS and their status changes regarding any of the above SPHS Admissions Criteria, the offer to attend may be withdrawn.***

## RESPONSIBILITIES

Suncoast Polytechnical High School is a unique educational opportunity with limited enrollment. Acceptance and continuance in this program is a privilege and comes with responsibilities and commitments as defined below:

### FACULTY RESPONSIBILITIES

The faculty at SPHS has come to this school committed to the mission, vision and philosophy that guides our work each day. Each faculty member has pledged to create the educational environment and provide the support necessary for motivated and dedicated students to develop solid core curricular skills, master career and technical skills, use and learn creative applications of modern technologies and graduate ready for college and careers.

### PARENT/GUARDIAN RESPONSIBILITIES

Parents/Guardians play an integral role in their child's development and success in school. Deciding to enroll your child at SPHS is a significant commitment to your child's academic development. Your involvement will be an integral component of a successful program that requires that you pledge your support. This involves:

- ❖ Provide a home computer and high speed internet access for your child to use at home.
  - **Note:** *Programs are available to assist with these requirements for economically challenged families.*
- ❖ Have an active parent email address for school to home communications. (Email addresses can be obtained without cost on the internet.)
- ❖ Attend technology training so you can access your child's academic and attendance progress on a (at least) weekly basis.
- ❖ Encouraging your child to read and complete assignments on a consistent basis and providing an appropriate home study location.
- ❖ We strongly encourage parents to attend all SPHS Booster meetings. The SPHS Booster meetings are structured to provide important training sessions for parents.
- ❖ Attending all individual student conferences is mandatory. This is important to help foster the student's success.
- ❖ Discussing the school procedures, District Code of Student Conduct, SPHS Dress Code Policy, SPHS Academic Policy and SPHS Homework Policy with your child and supporting the staff to ensure a safe and orderly educational environment for all.
- ❖ Being actively involved in the life of our school and volunteering at least 15 hours per child to our school each school year.
- ❖ Understanding that this is a four-year program with an option to change schools at the beginning of the new school year.

### STUDENT RESPONSIBILITIES

Students have voluntarily applied to attend SPHS as their high school of choice. A positive attitude and active participation are qualities we will nurture and expect from every student. In addition, we expect that each student will commit to:

- ❖ Challenge yourself to be a creative and active learner in all classes.
- ❖ Be an active member of school.
- ❖ Maintain a minimum academic requirement of a 2.0 Grade Point Average (GPA) and earn passing grades in all course work required for graduation.
- ❖ Maintain 95% or higher school attendance.
- ❖ Abide by all school policies & procedures and District Student Code of Conduct.
- ❖ Be respectful of SPHS staff, peers, yourself and the facilities, materials and equipment that are provided.
- ❖ Learn to take responsibility for your learning with a "can do" and "will do" attitude.
- ❖ Understanding that this is a four-year program with an option to change schools at the beginning of the new school year.
- ❖ Students must be able to work confidently in the digital/technical environment including embedded coursework and assessment.

## **On-line Application Access link**

Click on the link below to complete the Student Profile and Academic Preference Form which includes the Student Written Statement (Rubric on Page 14).

### [SPHS Application 2018-2109](https://forms.office.com/Pages/ResponsePage.aspx?id=E9pctx3TRUedpjocyHRS0XcldBW2bktLtcS4OsmCdfFUNKyM1A4S0M0OEZONIBFUVILNzVCUDNTRC4u)

Alternate Access:

Copy the URL below into your browser:

<https://forms.office.com/Pages/ResponsePage.aspx?id=E9pctx3TRUedpjocyHRS0XcldBW2bktLtcS4OsmCdfFUNKyM1A4S0M0OEZONIBFUVILNzVCUDNTRC4u>

Or use your smart phone QR Reader to access:



## STUDENT WRITTEN STATEMENT

Please write and sign a personal statement on a separate piece of paper that includes:

- 1) Why are you interested in attending SPHS? 2) What personal goal do you believe will be accomplished by attending SPHS?
- 3) What will you contribute to SPHS?

Note: Please submit your statement on a separate sheet.

Before writing your essay, please examine the attached scoring rubric

	1	2	3	4
<b>Focus</b>	The personal statement is related to the writing situation, but may contain extraneous ideas. One or more parts of the writing assignment are omitted.	The personal statement is generally focused on all parts of the writing situation, but contains some extraneous ideas.	The personal statement maintains focus on all parts of the writing situation.	The personal statement is focused, purposeful, and reflects insight into the writing situation.
<b>Organization</b>	The statement demonstrates a lack of organizational pattern. The paper lacks a sense of completeness or wholeness.	The statement has an inconsistent organizational pattern. Transitions are absent or used inconsistently. The paper has a vague sense of completeness.	The statement is complete and conveys a sense of wholeness. Transitions create a progression from one idea to the next in a clear and logical pattern.	The statement is complete and conveys a sense of wholeness and adheres to the main ideas stated within the paper. Transitions create a progression from one idea to the next in a clear and logical pattern.
<b>Support</b>	Development of support is inadequate or illogical. Word choice is limited or vague. The paper lacks specific, concrete, and relevant support. Some parts of the writing assignment are not addressed.	The writer provides uneven support. Development for each part of the writing assignment is present, but only partially developed. Word choice is adequate.	The writer provides ample support and demonstrates a mature command of language, including precise word choice. Each part of the writing assignment is addressed with adequate concrete support.	The writer provides substantial support for all parts of the writing situation. Support is specific, relevant, concrete and illustrative. The writing demonstrates a commitment to and involvement with the subject, and demonstrates a mature command of language which captures the “voice” of the writer.
<b>Conventions</b>	There is little, if any, variation in sentence structure and gross errors in structure may occur. The writing contains errors in basic conventions of mechanics and usage, and spelling.	There is little variation in sentence structure, and most sentences are complete. The paper generally follows the conventions of mechanics, usage and spelling.	Sentence structure is varied and, with rare exceptions, sentences are complete except when fragments are intentionally used. The paper generally follows the convention of mechanics, usage and spelling.	Sentence structure is varied, and sentences are complete except when fragments are used purposefully. There are no convention errors in mechanics, usage, or punctuation. The paper is polished and ready to publish.

December 6, 2011