



**Project Descriptor for Principal Letter
 Summer 2012
 CIED 5243 Special Methods I**

Project Title: Principal Letter
Due dates: **Due on Chalk and Wire by August 8, 2012**
Goal: To further develop Scholar-Practitioner Tenet 4 in teacher candidates: *One who is a developing professional and a lifelong learner, and Tenet 7: One who is knowledgeable about teachers and teaching, learners and learning, schools and schooling.*
Scenario: *Arkansas has eliminated the foreign language requirement for receiving the Academic Challenge Scholarship. Your principal is considering reducing your program to two levels since most Arkansas colleges and universities no longer require foreign language for admission. You must convince your principal to reconsider this program change.*
Objective: Students will show their understanding of the value of foreign language learning by writing a formal letter to a principal to advocate for maintaining and growing their target language program by articulating the multiple benefits of foreign language learning.
Directions: Using the conventions of a formal business letter, write a letter to your principal describing why your program should be maintained and allowed to develop. Include a minimum of three benefits for students. Each benefit should have adequate support and citations if needed.

	Excellent	Acceptable	Needs Work
Format	All information is included in 3-5 paragraphs in correct format for a block style business letter.	Most information is included and in correct format. Intro or conclusion may be missing.	Information is not included or is in incorrect format.
Content	Intro includes topic of letter; body contains 3 + reasons with supporting evidence for maintaining a FL program; conclusion reiterates topic.	One or more parts of the letter are missing. Writer includes less than three reasons.	Letter is incomplete. Reasons are unsupported.
Coherency	Reasons are accurate, coherent, and explained in the writer's own words.	Reasons are accurate, but not coherent and may be incomplete. Writer's words may be incomplete or not cited correctly.	Reasons are not stated or are inaccurate. The writer may have plagiarized.
Editing	The paper is well edited with less than five errors and submitted on due date.	Some editing is apparent. No more than ten errors are noted. Letter is one day late.	More than ten errors in editing are noted. Letter is more than one day late.
Total Points			