

**ECLASSOPEDIA**

*The IB Student's Ultimate Resource*

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# How to Finish CAS

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## Without Stress

*Your Complete 2026 Step-by-Step Survival Guide*

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## Introduction

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If you are an IB Diploma Programme student, chances are you have heard the three dreaded letters: C-A-S. Whether you are just starting your IB journey or are deep in your second year wondering how you will ever get everything done, this guide is for you.

Creativity, Activity, Service — also known as CAS — is one of the three core components of the IB Diploma Programme, alongside Theory of Knowledge (TOK) and the Extended Essay (EE). While CAS is not graded in the traditional sense, it is a graduation requirement. No CAS, no diploma. Simple as that.

But here is the thing: CAS does not have to be stressful. In fact, when approached correctly, it can be one of the most enriching parts of your entire IB experience. Students who embrace CAS often report that it helped them discover new passions, develop leadership skills, and build genuine connections with their communities.

This guide, brought to you by Eclassopedia — your trusted partner in IB success — will walk you through everything you need to know about CAS in 2026. We will explain what it is, how to plan it, how to reflect on it, and how to complete it without losing your mind.

Whether you are a student, a parent, or a CAS coordinator, you will find practical, actionable advice here. Let us dive in.

# 1. Understanding CAS: What It Is and Why It Matters

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## What Is CAS?

CAS stands for Creativity, Activity, and Service. It is a mandatory component of the IB Diploma Programme designed to complement academic studies. The IB describes CAS as a programme that challenges students to grow as individuals and community members through experiential learning outside the classroom.

CAS is not a subject you study — it is a set of real-world experiences you engage in throughout your two-year IB Diploma Programme. It has no final examination and no numerical grade. Instead, it is assessed on a pass/fail basis by your school's CAS coordinator, in consultation with the IBO guidelines.

## Why Does CAS Exist?

The IB's mission is to develop well-rounded, internationally minded students who think critically and act responsibly. CAS exists because the IB believes that education is not confined to textbooks and classrooms. It believes in the whole person — mind, body, and soul.

CAS pushes students to:

- Step outside their comfort zones
- Take on leadership roles
- Serve their communities
- Maintain physical and creative wellbeing
- Reflect critically on their experiences

In a world where universities are looking beyond grades, CAS gives you real experiences to talk about in interviews, personal statements, and beyond. Many IB alumni credit CAS activities with shaping their career choices and personal values.

## How Is CAS Assessed?

CAS is not graded numerically. Instead, students must demonstrate engagement with all seven CAS Learning Outcomes (more on those later) and complete at least one CAS Project. Your school's CAS coordinator will review your CAS portfolio — a collection of your activities, evidence, and reflections — and determine whether you have met the requirements.

The IBO conducts random checks on schools to ensure CAS standards are being upheld. This means your school takes CAS seriously, and so should you.



### Eclassopedia Insight

CAS is not just a box to tick. It is an opportunity to explore who you are beyond your IB subjects. The students who enjoy CAS most are those who treat it as a personal project rather than a chore.



## 2. The Three CAS Strands Explained

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CAS is built around three distinct strands. Every activity you do will fall into one or more of these categories. Understanding them deeply is the first step toward planning effectively.

### **Creativity**

Creativity covers a wide range of artistic and imaginative activities. But do not be fooled — you do not have to be a professional artist to fulfill this strand. Creativity in CAS is about exploring ideas, expressing yourself, and developing new skills through imaginative pursuits.

Examples of Creativity activities include:

- Playing or learning a musical instrument
- Photography, filmmaking, or digital design
- Painting, drawing, sculpture, or ceramics
- Creative writing, poetry, or blogging
- Drama, theatre, or improv classes
- Cooking, baking, or culinary arts
- Coding and app development
- Fashion design or textile arts

The key requirement for Creativity is that there must be genuine creative thinking involved — not just consuming content, but producing something.

### **Activity**

Activity refers to physical activity that contributes to a healthy lifestyle. This does not have to be competitive sport. Any form of physical engagement that challenges you and promotes wellbeing qualifies.

Examples of Activity include:

- Playing team sports like football, basketball, or volleyball
- Individual sports like swimming, tennis, or gymnastics
- Hiking, trekking, or outdoor pursuits
- Yoga, pilates, or dance
- Martial arts or self-defense classes
- Cycling, running, or fitness training
- Rock climbing or adventure sports

The Activity strand encourages students to prioritize physical health during the often overwhelming IB experience. Think of it as the IB giving you permission to exercise.

### **Service**

Service is about making a genuine contribution to your community. This is not about doing the minimum required volunteering — it is about creating meaningful change and developing empathy, collaboration, and global-mindedness.

Examples of Service include:

- Tutoring or mentoring younger students
- Volunteering at local NGOs or charities
- Environmental clean-up or conservation efforts
- Fundraising for social causes
- Working with elderly citizens or children
- Community awareness campaigns
- Disaster relief volunteering

Service must be genuine and not commercially motivated. You cannot count paid work as service, but you can count work with organizations that do community good.

 **Eclassopedia Pro Tip**

Many activities overlap strands. For example, if you organize a charity run, it could count as Activity (running) and Service (fundraising). These are called 'dual-strand' activities and can help you meet requirements efficiently.

### 3. The Seven CAS Learning Outcomes

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The heart of CAS assessment lies in the seven CAS Learning Outcomes (LOs). Your portfolio must demonstrate evidence that you have achieved all seven across your activities. Here is what each one means and how to think about it:

#### **LO1: Identify Own Strengths and Develop Areas for Growth**

This is about honest self-assessment. What are you good at? What do you struggle with? CAS asks you to be realistic about both — and to actively work on your growth areas.

Example: You realize you struggle with public speaking. Joining a debate club or drama class becomes your LO1 activity.

#### **LO2: Demonstrate That Challenges Have Been Undertaken**

CAS should push you. Activities must involve genuine challenge — physical, emotional, intellectual, or ethical. The IBO does not expect you to climb Everest, but they do expect you to step outside your comfort zone.

Example: You are not musical at all, but you commit to learning the guitar for six months. That struggle is the point.

#### **LO3: Demonstrate How to Initiate and Plan a CAS Experience**

At least one of your activities must show initiative. This means you took ownership — you did not just sign up for something, you planned it, organized it, and saw it through.

This is most commonly demonstrated through the CAS Project (see Section 6).

#### **LO4: Show Commitment to and Perseverance in CAS Experiences**

CAS is not about doing one event once. It requires sustained engagement. You must show that you stuck with activities over time — not just ticked a box.

Example: Volunteering at an animal shelter for three months straight, rather than attending one session.

#### **LO5: Demonstrate the Skills and Recognize the Benefits of Working Collaboratively**

Teamwork is a fundamental life skill. CAS gives you the opportunity to work with others toward shared goals — and to reflect on what that actually requires.

This LO is usually met through team sports, group service projects, or ensemble creative activities.

#### **LO6: Demonstrate Engagement with Issues of Global Significance**

The IB is an internationally minded organization. It wants students to connect their local actions to global contexts. How does your community service connect to global poverty? How does your environmental project relate to climate change?

This LO requires thoughtful reflection, not just activity.

## **LO7: Recognize and Consider the Ethics of Choices and Actions**

Ethics show up in CAS when you consider questions like: Whose interests am I serving? Am I doing this for the right reasons? Am I causing any unintended harm? Could someone else be better placed to do this work?

This LO is best demonstrated through deep, honest reflections where you wrestle with real ethical questions.



### **Eclassopedia Insight**

You do not need to cover all seven LOs in every activity. Map your activities against the LOs early in your planning. This will reveal any gaps and help you choose activities strategically.

## 4. Planning Your CAS Journey: A Strategic Approach

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One of the biggest reasons students find CAS stressful is poor planning. They treat it as an afterthought — something to deal with after the real schoolwork is done. Then they find themselves in their final semester desperately trying to accumulate experiences and write reflections at the last minute. This is a recipe for disaster.

Eclassopedia strongly recommends a strategic approach to CAS from Day One of your IB journey.

### Start Early — Month One

From the very first month of your IB Diploma Programme, open your CAS portfolio and begin filling it in. Even if you are not sure what activities you want to do, write down your initial ideas, your strengths, and the areas you want to grow in. This sets the tone for everything that follows.

### Map Your Activities Against the Learning Outcomes

Create a simple spreadsheet or table with the seven LOs as columns and your planned activities as rows. Check off which LOs each activity is likely to fulfill. This map will immediately show you which LOs are covered and which need more attention.

### Balance Across All Three Strands

You do not need an equal number of Creativity, Activity, and Service activities — but you do need meaningful engagement in all three. A rough guideline used by many successful IB students is:

- 2–3 Creativity activities over the two years
- 2–3 Activity-based commitments
- 2–3 Service engagements, including the CAS Project

### Choose Quality Over Quantity

A common misconception is that more activities equal a better CAS portfolio. This is wrong. The IBO cares about depth, not breadth. It is far better to show deep commitment to three or four meaningful activities than to list twenty superficial ones.

One activity done well — with regular participation, genuine reflection, and demonstrable growth — is worth more than ten activities done half-heartedly.

### Build CAS Around Your Real Interests

The best CAS experiences are those that align with your genuine interests and goals. If you love animals, volunteer at an animal shelter. If you are passionate about environmental issues, start a campus sustainability initiative. If you love football, join or coach a team.

CAS is not meant to be a burden. When you choose activities you actually care about, engagement becomes natural and reflections write themselves.

## Use a CAS Timeline

Map your CAS activities against the two-year school calendar. Consider:

- Which activities are seasonal or time-limited?
- When are your exam periods? (Avoid overloading CAS in those months)
- When is your CAS deadline? (Work backward from there)
- When are school holidays? (Great times for intensive CAS activities)



### **Eclassopedia Pro Tip**

Set a monthly CAS check-in with yourself. Spend 30 minutes reviewing what you have done, writing a brief reflection, and uploading evidence. Done monthly, this takes about 6 hours over two years. Left to the end, it can take weeks.

## 5. Choosing the Right CAS Activities

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Choosing the right activities is both a strategic and personal decision. The right activities will be meaningful to you, will fulfill multiple LOs, and will be sustainable over the long term. Here is how to think through your choices.

### Consider Your Existing Commitments

Before adding brand new activities, take stock of what you already do. Do you play for a school sports team? Do you already volunteer somewhere? Do you take music lessons? These can almost certainly count as CAS activities. Many students discover they already have CAS material from their existing lives — they just need to document and reflect on it properly.

### Look for Dual-Strand Activities

As mentioned earlier, some activities fulfill two strands at once. Strategic selection of these activities can help you meet requirements without overloading your schedule. Some excellent dual-strand options include:

- Coaching a youth sports team — Activity + Service
- Starting a school art club — Creativity + Service
- Training for and running a charity race — Activity + Service
- Creating a documentary about a social issue — Creativity + Service
- Producing a school play — Creativity + Service

### Think About Accessibility and Logistics

Choose activities that are realistic given your location, schedule, and resources. An elaborate activity that requires expensive equipment or three hours of travel each way is not sustainable. The best CAS activities are those you can engage in regularly and consistently.

### Consider Your CAS Project

Your CAS Project must be a collaborative undertaking. When planning your activities, think about who you could work with. School friends, community organizations, and family-run initiatives all offer excellent project opportunities. Plan your project from early in your first year — it usually requires the most time and planning.

### Sample Activity Ideas for 2026

Here are some contemporary CAS activity ideas that are particularly relevant in 2026:

#### Creativity Ideas for 2026

- Creating content for a social media awareness campaign on a cause you care about
- Developing a podcast or YouTube channel on a niche topic
- Learning UI/UX design or web development

- Participating in a hackathon or design sprint
- Writing and publishing a zine or blog about your IB experience

### Activity Ideas for 2026

- Training for and completing a 5K, 10K, or half marathon
- Joining a local or school sports league
- Participating in online fitness challenges with a community
- Learning a traditional martial art or cultural dance
- Taking up rock climbing, paddleboarding, or another outdoor sport

### Service Ideas for 2026

- Organizing a community mental health awareness event
- Tutoring underprivileged students through a local NGO
- Starting an environmental sustainability drive at your school
- Fundraising for disaster relief efforts
- Partnering with elderly care homes to provide digital literacy training



#### **Eclassopedia Insight**

Document everything as you go. Take photos, save emails, collect certificates, and screenshot sign-in sheets. Evidence gathered in real time is infinitely better than evidence reconstructed months later.

## 6. CAS Projects: How to Plan and Execute

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The CAS Project is a unique and significant requirement. Every IB student must complete at least one CAS Project — a collaborative, sustained initiative that involves all three CAS strands or at least two of them. It must be planned, implemented, and reflected upon over a significant period of time.

### What Qualifies as a CAS Project?

A CAS Project must be:

- Collaborative — involving more than one person
- Sustained — running over a meaningful period (typically weeks to months)
- Well-planned — with clear goals, roles, and a timeline
- Reflective — accompanied by ongoing and summative reflections

### Step-by-Step Guide to Your CAS Project

#### Step 1: Identify a Need or Goal

What problem or opportunity exists in your school or community? The best projects address a genuine need. Talk to community organizations, teachers, or local leaders to identify where you could make a real difference.

#### Step 2: Assemble Your Team

CAS Projects must be collaborative. Choose team members who are reliable, committed, and bring complementary skills. Define roles clearly from the start to avoid confusion or conflict later.

#### Step 3: Plan in Detail

Write a proper project plan that includes: objectives, target audience, timeline, budget (if applicable), roles and responsibilities, and success metrics. Submit this to your CAS coordinator for approval before you begin.

#### Step 4: Execute and Document

Carry out your plan, keeping detailed records throughout. Hold regular team check-ins. Document decisions, challenges, and changes to the original plan. Evidence at each stage is crucial.

#### Step 5: Reflect Throughout

CAS reflections are required not just at the end — they should happen throughout the project. Write reflections after key milestones: when you hit a major challenge, when something went unexpectedly well, when you had to pivot your approach.

#### Step 6: Evaluate and Submit

At the end of the project, write a comprehensive summative reflection that covers what you achieved, what you learned, and what you would do differently. Compile your evidence and submit to your CAS coordinator.

 **Eclassopedia Pro Tip**

The best CAS Projects solve a real problem. Run a community garden. Produce a school play for charity. Launch a mental health resource for students. Make it something you and your team genuinely care about, and the energy will carry you through.

## 7. CAS Reflections: Writing That Actually Works

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If there is one thing that separates students who succeed in CAS from those who struggle, it is the quality of their reflections. Many students treat reflections as a boring administrative task — they describe what happened and move on. This is a missed opportunity and a common reason for CAS failures.

### What Is a CAS Reflection?

A CAS reflection is a thoughtful, personal account of your experience. It is not a diary entry or a report. It is a critical examination of what you experienced, what it meant to you, and how it changed you. The IBO uses reflections to assess whether you have genuinely engaged with the CAS Learning Outcomes.

### The Three Reflection Prompts That Always Work

When in doubt, structure your reflection around these three questions:

- What happened? (Brief description — not more than a paragraph)
- So what? (What did it mean? What did you learn? How did you feel?)
- Now what? (How will this change how you act, think, or approach future experiences?)

### Types of Reflections

CAS reflections do not have to be written essays. The IBO encourages diverse forms of reflection, including:

- Written journal entries or blog posts
- Video reflections or voice recordings
- Art, photography, or creative pieces that capture your experience
- Conversations recorded or summarized

However, whichever format you choose, the depth of reflection must be the same. A two-minute video where you thoughtfully describe your growth is better than a three-page essay that simply describes events.

### Common Reflection Mistakes to Avoid

- Describing only what happened without analyzing why it mattered
- Writing generically without specific examples or moments
- Ignoring challenges or difficulties — the IBO wants honesty, not a highlight reel
- Submitting only final reflections — ongoing reflections throughout are required
- Forgetting to connect your reflection to specific CAS Learning Outcomes

## A Sample Strong Reflection

Here is an example of the kind of depth the IBO expects in a CAS reflection:

### Sample Reflection — Service Activity (Tutoring)

*"Today's tutoring session was harder than I expected. My student, Aryan, has been struggling with algebra for weeks, and I thought my explanation was clear — but he was completely lost. At first, I felt frustrated, and I even found myself wondering if I was making any difference at all. But then I stopped and asked him what part confused him most. His answer surprised me: he did not understand the concept of a variable. Something I had taken for granted since I was twelve was a genuine mystery to him. This forced me to rethink everything — my teaching approach, my assumptions about what 'basics' means, and my own knowledge gaps. I ended the session differently than I planned, going back to foundational concepts. It took longer, but I left feeling something shift between us. I am beginning to understand that service is not about what I give — it is about what I listen to."*

Notice how this reflection is honest about challenges, reveals genuine learning, and connects to deeper themes about service and communication. That is exactly what a strong CAS reflection looks like.

### Eclassopedia Pro Tip

Write your reflections immediately after your experiences while the details are fresh. A 15-minute reflection written on the day is far more authentic and detailed than one written six months later.

## 8. Managing Time and Avoiding Procrastination

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Time management is perhaps the single most important non-academic skill an IB student can develop. CAS, on top of six subjects, TOK, and the EE, can feel overwhelming — but only if you allow it to pile up.

### The CAS Time Commitment: Setting Realistic Expectations

The IBO does not specify a minimum number of hours for CAS. In the past, the guidance was 150 hours, but this has been replaced with a focus on sustained engagement over time. As a rough guide, many students find that meaningful CAS engagement requires two to four hours per week across both years.

Broken down, this is very manageable: if you play a sport twice a week for one hour each session, that is already two hours of CAS Activity per week.

### Weekly CAS Habits

Build CAS into your weekly routine rather than treating it as a separate project. Here are some habits that successful IB students use:

- Schedule one CAS activity per week as a non-negotiable commitment
- Use one study hall or free period per week to write reflections
- Review your CAS portfolio at the start of each month
- Set semester goals: e.g., 'Complete my CAS Project planning by November'

### Dealing With IB Workload Peaks

There will be periods — mock exams, internal assessment deadlines, extended essay crunch time — when CAS seems impossible. Plan for these in advance. If you know November is exam season, do more CAS in September and October. Build a buffer so that a light CAS month does not derail your overall progress.

### Using a Planner

Whether you prefer a physical planner or a digital tool, map out your CAS commitments alongside your academic calendar. Seeing everything in one place prevents the common mistake of double-booking yourself or neglecting CAS for weeks at a time.

### The Two-Year Mindset

CAS is a two-year programme. Many students make the mistake of treating it as a one-year programme — leaving everything to their second year. This creates enormous pressure and almost always results in lower-quality reflections and experiences. Think of it like compound interest: small, consistent investments over two years yield far better results than a mad rush at the end.

 **Eclassopedia Insight**

If you are already in your second year and feeling behind, do not panic. Do an honest audit of what you have already done that could count as CAS. You may have more than you think. Then create a realistic completion plan with your CAS coordinator.

## 9. Common CAS Mistakes and How to Avoid Them

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Over the years, IB students have made the same CAS mistakes repeatedly. Here are the most common pitfalls — and how to sidestep them.

### Mistake 1: Starting Too Late

This is the number one CAS mistake. Students who start planning CAS in their second year are already behind. Start in Month One of Year One, even if just with preliminary planning and early activities.

### Mistake 2: Choosing Activities You Hate

Signing up for activities that do not interest you is a recipe for abandonment. Choose things you genuinely care about, even if they require some creativity to fit the CAS framework.

### Mistake 3: Neglecting Reflections

Doing activities without reflecting on them is like planting seeds without watering them. Reflections are the core of CAS assessment. Without them, even incredible activities will not fulfill the requirements.

### Mistake 4: Not Getting Supervisor Approval

Every CAS activity or project must be approved by your CAS coordinator before you begin. Activities started without approval may not count. Always check first.

### Mistake 5: Counting Paid Work or Homework

CAS cannot include paid employment, academic activities (like studying), or activities that are already required by your school curriculum. Volunteering at your family business does not count. Studying for exams does not count.

### Mistake 6: Submitting Weak Evidence

Evidence must be specific and verifiable. Photos, certificates, supervisor letters, meeting minutes, and dated journal entries all constitute strong evidence. Vague claims without supporting material will not pass.

### Mistake 7: Ignoring the CAS Project

Some students treat the CAS Project as optional or leave it to the very end. It is mandatory and requires significant planning. Start it early and treat it with the same seriousness as an internal assessment.

### Mistake 8: Not Demonstrating All Seven LOs

Your portfolio must show evidence of all seven CAS Learning Outcomes. Map your activities to the LOs from the beginning and fill in gaps proactively, not at the last minute.



**Eclassopedia Pro Tip**

Have your CAS coordinator review your portfolio at least once per semester. This gives you time to address any gaps or concerns before they become a problem at submission time.

## 10. Your Month-by-Month CAS Action Plan

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Here is a detailed month-by-month guide to completing CAS across your two-year IB Diploma Programme. Use this as a roadmap and adapt it to your school's specific calendar and deadlines.

### Year One

#### Month 1–2: Foundation

- Attend your school's CAS orientation and meet your CAS coordinator
- Begin your CAS portfolio (create your account, upload your profile)
- Identify at least three activities you want to pursue (one per strand)
- Write your initial CAS reflections: what are your strengths? What do you want to develop?
- Get your planned activities approved

#### Month 3–4: Early Engagement

- Begin your Creativity and Activity commitments
- Write your first activity-specific reflections
- Start thinking about your CAS Project — brainstorm ideas and potential collaborators
- Upload your first batch of evidence

#### Month 5–6: CAS Project Launch

- Finalize your CAS Project concept and team
- Write your CAS Project proposal and get it approved
- Begin executing the first phase of your CAS Project
- Continue your ongoing activities and reflections

#### Month 7–8: Mid-Year Review

- Review your portfolio — which LOs are well-covered? Which need more attention?
- Have a check-in meeting with your CAS coordinator
- Adjust your activity plan if needed
- Write a mid-year self-assessment reflection

#### Month 9–10: Service Focus

- Deepen your Service engagement
- Continue CAS Project implementation
- Begin collecting comprehensive evidence from all activities

### Month 11–12: Year One Wrap-Up

- Complete your Year One portfolio submissions
- Write a Year One summative reflection: what have you learned so far?
- Plan Year Two activities with LO gaps in mind

## Year Two

### Month 13–15: Deepening

- Continue or begin new activities to fill any LO gaps from Year One
- Complete the main phase of your CAS Project
- Upload ongoing evidence and reflections

### Month 16–18: CAS Project Completion

- Wrap up and evaluate your CAS Project
- Write your CAS Project summative reflection
- Ensure all team members have documented their contributions

### Month 19–21: Portfolio Polish

- Review your complete portfolio against all seven LOs
- Fill any remaining gaps
- Ensure evidence is organized, labeled, and dated
- Request a coordinator review

### Month 22–24: Final Submission

- Complete any outstanding reflections
- Do a final self-audit against the IBO's CAS requirements
- Submit your portfolio by the school's deadline
- Celebrate — you survived CAS!



#### Eclassopedia Insight

Do not wait for the 'perfect' CAS activity. The perfect is the enemy of the good. Start with what is available and meaningful now, and refine as you go.

## 11. Tips from IB Students Who Survived CAS

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We asked IB alumni who are now at universities around the world what they wish they had known about CAS. Here is what they told us.

### **"Treat it like a job, not homework."**

The best way to approach CAS is to think of it as a professional responsibility, not homework. When you have a commitment, you show up. When you agree to organize something, you see it through. The discipline this builds is more valuable than any grade.

— IB alumna, now studying Medicine at University College London

### **"Your CAS coordinator is your best ally — use them."**

I wasted months treating my CAS coordinator like a gatekeeper when she was actually a resource. When I finally opened up about struggling with reflections, she gave me frameworks and examples that transformed my portfolio. Do not be afraid to ask for help.

— IB alumnus, now studying International Relations at Sciences Po

### **"The reflections you hate writing now will matter later."**

I remember groaning every time I had to write a CAS reflection. But when I was writing my university personal statement, I kept coming back to those reflections — they were full of genuine insight about who I was and what I cared about. They wrote my essay for me.

— IB alumna, now studying Environmental Studies at McGill University

### **"Do not compare your CAS to others'."**

I spent way too much time worrying that my friend's CAS Project was more impressive than mine. But CAS is deeply personal — it is supposed to reflect your growth, not win a competition. My project was small but genuine, and it meant something to the people it helped.

— IB alumnus, now studying Computer Science at ETH Zurich

### **"Start with what you love."**

My biggest regret is signing up for activities I thought would look good rather than ones I actually cared about. I dropped two of them within a month. The activities I stuck with — football coaching and photography — were things I loved. That love carried me through the hard weeks.

— IB alumna, now studying Architecture at the Bartlett School

 **Eclassopedia Insight**

The most impactful CAS journeys are those where the student takes genuine ownership. CAS is your story — tell it honestly and with passion, and it will take care of itself.

## 12. Final Checklist Before CAS Submission

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Before you submit your CAS portfolio, run through this comprehensive checklist to make sure you have covered everything the IBO requires.

### Activities and Evidence

- I have meaningful engagement in all three CAS strands: Creativity, Activity, and Service
- All my activities have been approved by my CAS coordinator
- I have uploaded clear, dated evidence for each activity (photos, certificates, letters, etc.)
- My activities demonstrate sustained engagement over time, not just one-off events
- I have completed at least one CAS Project

### CAS Project

- My CAS Project was collaborative and involved more than one person
- It was planned with a clear proposal document
- It spanned a meaningful period of time (weeks to months)
- I have ongoing reflections from throughout the project, not just a final one
- I have a summative CAS Project reflection that covers outcomes, challenges, and lessons

### CAS Learning Outcomes

- LO1: My portfolio shows self-identification of strengths and growth areas
- LO2: My portfolio demonstrates genuine challenges undertaken
- LO3: My portfolio shows how I initiated and planned at least one experience
- LO4: My portfolio shows commitment and perseverance across activities
- LO5: My portfolio demonstrates collaborative skills and their benefits
- LO6: My portfolio shows engagement with at least one issue of global significance
- LO7: My portfolio demonstrates ethical thinking in at least one experience

### Reflections

- I have reflections for each of my activities — not just final, but also ongoing
- My reflections go beyond description and include genuine analysis and learning
- My reflections connect explicitly to the CAS Learning Outcomes
- My reflections include honest accounts of challenges and failures, not just successes
- I have a final, summative CAS reflection covering my two-year journey

## Administrative

- I have met my school's CAS portfolio submission deadline
- My portfolio is organized, clearly labeled, and easy to navigate
- My CAS coordinator has reviewed and approved my portfolio
- I have kept a backup copy of my entire portfolio

### **Eclassopedia Final Reminder**

CAS completion is the final step to earning your IB Diploma. Do not let administrative issues derail two years of hard work. Double-check every item on this list before submission day.

## Conclusion

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CAS does not have to be the most stressful part of your IB journey. In fact, with the right approach — starting early, choosing activities you love, reflecting honestly, and staying organized — it can be one of the most rewarding.

At Eclassopedia, we have worked with thousands of IB students across India and around the world. The students who thrive in CAS are not necessarily the busiest or the most ambitious. They are the ones who treat CAS as an opportunity rather than an obligation — who see it as a chance to grow, serve, and discover who they really are beyond their textbooks.

Your IB Diploma is not just a transcript. It is a story of who you became during two of the most transformative years of your life. CAS is a core chapter of that story. Write it with intention, write it honestly, and write it well.

Eclassopedia is here to support you every step of the way — from CAS planning and reflection guidance to TOK essay support and Extended Essay mentoring. Visit us at [www.eclassopedia.com](http://www.eclassopedia.com) to learn more about our programs for IB students in 2026 and beyond.

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**Good luck. You've got this.**

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