**Service Learning Designation Approval Form for Graduate Courses**

For courses to qualify for a service learning designation, they must include one or more service learning assignments.

There are several necessary components to a service-learning assignment:

1. The assignment is connected to Student Learning Outcomes (SLOs)
2. The assignment is connected to course content and those connections are discussed during class time
3. The service activities are organized and executed *with* the community partner, not *for* or *to* the community partner
4. The community partner is a nonprofit or municipality or other governmental entity
5. Students and faculty do not receive payment for their service
6. There is a reflection component included in the assignment
7. Students conduct a significant number of hours serving the community partner (*20 hours over the course of a semester is recommended*)
8. The service activities are a graded, required component of the course

I certify the course indicated below includes one or more service learning assignments that meet all of the necessary components outlined above.

Course Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Number: \_\_\_\_\_\_\_\_\_\_\_

Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CRN Number: \_\_\_\_\_\_\_\_\_\_\_

Semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Community Partner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Write a two sentence description of the course for the catalog\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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Estimated number of hours serving the community partner (per student)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

No student or faculty received payment for work associated with this project (initial) \_\_\_\_\_\_\_\_\_\_\_

Faculty Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the Chair of the College Graduate Committee:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair of CGC will return completed form to Linda Drake

Center for Social Responsibility and Community