

Contract... Service-Learning@USU

The Service-Learning contract is an agreement between a Service-Learning Scholar and an instructor to take an UPPER-DIVISION course for Service-Learning credit. The instructor decides what exercises are worthy of Service-Learning credit and whether the student has earned Service-Learning credit. The work is not generally graded and does not affect the student's grade in the class.

THE PROCEDURES:

-Students: Pick up a contract from the Service-Learning Coordinator before the end of the second week of classes. Ask your instructor if he/she would be willing to work with you on a project worthy of Service-Learning credit. If so, legibly print the information below and return the completed and signed contract to the Service-Learning Coordinator.

-Instructor: If you agree to take on this additional teaching responsibility, describe the work that the student will complete and sign below as indicated. Questions? Call the Service-Learning Coordinator at 797-8135. The Service-Learning Scholars Program will send you a copy of the contract at the end of the semester to verify completion.

THE DEADLINE FOR A STUDENT TO FILE A SERVICE-LEARNING CONTRACT IS NO LATER THAN THE FOURTH WEEK OF CLASSES

Student's Name	Student's Email	Student's A #
Instructor's Name	Title	UMC
Instructor's Email	Course: Department, Number	Credit Hours
Course Title		
Semester	Year	Student's Signature
Today's Date		Instructor's Signature

THE REQUIREMENTS:

- Contracts are for use by Service-Learning Scholars only
- The contract must be for an upper-division class that is part of the student's plan of study
- Contracts may not be used retroactively for classes taken previously
- "Incompletes" are not permitted. The student must finish the Service-Learning work in the semester contracted

THE WORK:

The work needs to meet a community need, integrating learning, action, and reflection (usually a reflective paper, relating the activity to the disciplinary content being discussed in the course and what the student learned through the activity about the discipline, the community needs, and themselves). The work should provide intellectual enrichment that goes beyond regular course material. The student and the instructor should meet outside of class at least bimonthly to discuss the project. The community agency or partner the student is working with must be involved in the development of the project.

Brief Description of Service-Learning Project

The student and instructor will meet to discuss the project on the following schedule:

The project will encompass the following (write below, or attach to application):

APPROVAL:

The community agency/organization that the student is working with:

Agency	Site Manager	Signature	Date
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USU Service-Learning Coordinator	Date
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THE END OF THE SEMESTER:

Contract completed to my satisfaction: Sign and return to the Service-Learning Coordinator, UMC 7205 by the last day of classes.

Instructor's Signature

Date

Instructor's A #