

# FORM H

## REQUEST FOR SERVICE-LEARNING COURSE DESIGNATION

### Request for Service-Learning Course Designation (SVL)

This form is to be completed by an instructor planning to teach a course or a section of a course using service-learning. New courses requesting SVL designation must first be approved by the UCC or GSC. Applications for existing courses may be sent directly by email to [SL\\_OLSL@uncg.edu](mailto:SL_OLSL@uncg.edu)

### Definition of Academic Service-Learning

Service-learning links community action and academic study so that each strengthens the other. Students, faculty, and community partners collaborate to enable students to address community needs, initiate social change, build effective relationships, enhance academic skills and develop civic literacy. Service-learning encourages critical consideration of the ethical dimensions of community engagement.

**PART I:** Please note new courses requesting SVL designation must first be approved by the UCC or GSC

<b>Department:</b>	
Phone:	
<b>Name of person completing request:</b>	
<b>Course number and title</b>	

1. Is this a new \_\_\_ or existing course \_\_\_?
2. SVL credit is sought for:
  - the course as approved when taught by instructor: (Last Name, First Name)
  - all times the course is offered as proposed
3. If SVL credit is sought all times course is offered as proposed, explain what will be done to ensure appropriate faculty preparation to maintain the integrity of the course.
4. On average, how many service hours will students be engaged in per semester?

**PART II: Student-Learning Outcomes (Please attach a separate document outlining the following)**

Provide Student Learning Outcomes associated with this course. Courses intended for inclusion in the general education program with a SVL marker must include the appropriate student learning outcomes. At least one of the student learning outcomes needs to reflect academic enhancement, personal growth, or civic learning through community engagement. Academic 500 level courses that are intended for both undergraduate and graduate students must differentiate the outcomes.

Please note the following considerations:

- Description of the types of activities and assignments to be used to facilitate student achievement of the stated learning outcomes.
- 500 level courses that are intended for both undergraduate and graduate students must differentiate the requirements. If applicable, please describe.
- General education courses must link activities and assignments to the achievement of student learning outcomes.
- Service-Learning designated courses must link required community engagement to the achievement of selected learning outcomes (academic enhancement, personal growth or civic learning).

In addition to the student learning outcomes, please provide your best responses to the following prompts:

- Brief description of the kinds of assignments to be used
- Examples of community sites
- Proposed service activities
- Strategies for integrating service and course objectives
- Opportunities for student leadership development

**PART III: Acknowledge by checking that this proposed course will meet each of the service-learning criteria:**

- Students taking this class will have the opportunity to address a community-determined need through service with individuals, organizations, schools, or other entities in the community.
  
- The service experience relates to the subject matter of the course.
  
- Critical considerations of the ethical dimensions of community engagement are demonstrated.
  
- The course requires reflective practices and other appropriate assignments for the student to integrate the service with the classroom instruction.
  
- Academic credit is given for the learning resulting through completion of required class assignments as detailed on the class syllabus and not for the service alone.
  
- The service opportunities are aimed at developing responsible community citizen leadership.
  
- The class offers a way to learn from other class members (e.g. through reflection sessions) as well as from the instructor.
  
- Course options ensure that no student is required to participate in a placement that creates a religious, political, and/or moral conflict for the student.
  
- Faculty member will assess how community needs were met as a result of student participation.

## SERVICE-LEARNING APPROVAL FORM

Please scan and email this approval form with your Request for Service-Learning Course to [SL\\_OLSL@uncg.edu](mailto:SL_OLSL@uncg.edu).

### I. Department

<b>Course number and title:</b>		
<b>Department/Program:</b>		
<b>Submitted by:</b>		<b>Date:</b>

**Approvals: Please sign and date below and forward this form to the next appropriate reviewing authority.**

<b>Department Head Print Name:</b>		<b>Date:</b>
Department Head Signature:		<b>Date:</b>
<b>College/School Dean: Print Name:</b>		<b>Date:</b>
College/School Dean: Signature:		<b>Date:</b>

### II. Service-Learning Designation Committee

<b>Comments:</b>
<b>Chair Service-Learning Committee Signature:</b>
<b>Date approved:</b>