



# SERVICE LEARNING COURSE UPDATE FORM

College, Department or Program(s) \_\_\_\_\_

Course Number \_\_\_\_\_ Credit Hours \_\_\_\_\_

Course Title \_\_\_\_\_

Semester Offered \_\_\_\_\_

Instructor \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Feel free to address the following on additional sheets of paper:

1. When was the course last taught as a service learning course? \_\_\_\_\_
2. Has the course number changed since the course was last taught as a service learning course? If so, please provide previous course number used. \_\_\_\_\_
3. Have your community partner(s) changed since the last time this course was taught as a service learning course and if so please explain.  
\_\_\_\_\_  
\_\_\_\_\_
4. Please provide the following on any new partners:
  - a. Organization Name \_\_\_\_\_
  - b. Contact Person \_\_\_\_\_
  - c. Contact Phone \_\_\_\_\_ Contact Email \_\_\_\_\_
5. Please describe the community need your students will be addressing and how the service has been integrated into the curriculum of the course.
6. Please attach a detailed course syllabus outlining course objectives and including a comprehensive list of course readings/texts.

\_\_\_\_\_  
Signature of Faculty Member

\_\_\_\_\_  
Date

## **CRITERIA FOR DESIGNATION OF A SERVICE LEARNING COURSE AT MSU-BOZEMAN**

1. Students in the class will provide a needed service to individuals, educational institutions, or other not-for-profit or tax exempt entities in the community.
2. The service experience will relate to the subject matter of the course.
3. Activities in the class will provide methods for students to think about what they have learned through the service experience and how these experiences relate to the subject matter of the course.
4. The course will offer a method to assess the learning derived from the service. Credit will be given for the learning and its relation to the course, not for the service alone.
5. Service interactions in the community will recognize the needs of service recipients, and offer an opportunity for the recipient(s) to provide feedback on the overall service learning experience.
6. Knowledge from the discipline informs the service experiences in which the students are to be involved.
7. Course options ensure that no student is required to participate in a service placement that creates a religious, political and/or moral conflict for that student.



*Learning by Doing and Doing What Matters.....*