



SERVICE LEARNING COURSE DESIGNATION UPDATE FORM

College, Department or Program(s) _____

Course Number _____ Credit Hours _____

Course Title _____

Semester(s) Offered _____

Instructor _____

Telephone _____ Email _____

By signing below the faculty member, department head and dean acknowledge that they have all have knowledge of this proposed service learning course and the department head has received a complete copy of this submission form and accompanying documents.

Signature of Faculty Member

Date

Signature of Department Head

Date

Signature of the Dean

Date

A complete application will include the following information and documentation when submitting:

1. Completion of this form
2. A detailed course syllabus outlining course objectives and including a comprehensive list of course readings/texts
3. Brief explanation of how the course meets each of the seven criteria for service learning course designation
4. A list of proposed and/or secured community partners with complete contact information for each

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...