



Preparing people to lead extraordinary lives

Center for Experiential Learning

Service-Learning Agreement

(Student is responsible for filling out and retrieving signatures)

Name: _____ Phone: _____ E-mail: _____

Course: _____ Faculty Instructor: _____

Site (organization/agency): _____

Site supervisor: _____ Phone: _____ E-mail: _____

LEARNING OBJECTIVES (see the course objectives in your syllabus; discuss with site supervisor also)

What do you hope to learn about the community, the organization, social issues, as related to your course?

1. _____
2. _____
3. _____

Starting Date: _____ Ending Date: _____ Hours of Service: _____

Student Agreement: In my service-learning commitment to the above named organization, I agree to:

- a) Attend an orientation or training, and serve my scheduled hours, as agreed upon with my site supervisor.
- b) Contact my site if I am unable to make my normal scheduled hours.
- c) Act in a professional manner, serving as a member of Loyola University Chicago and the community
- d) Complete all required paperwork and assignments related to this service-learning project
- e) Notify my site supervisor if there are any problems I am having at my site.
- d) Keep track of my hours and complete the required number of service hours for the course.

Student Signature

Date

Site Supervisor Agreement: As a community partner of Loyola University Chicago, I agree to:

- a) Acknowledges service work is being done for course credit and discuss learning objectives with the student.
- b) Provide the normal training and supervision provided for any volunteer service.
- c) Place students in service work that is complementary to their course work.
- d) Be available to discuss problems and communicate agency information
- e) Keep in contact with Loyola staff / faculty member and provide feedback on student performance

Site Supervisor Signature

Date

Faculty Agreement: As the faculty member utilizing service-learning at Loyola University Chicago, I agree to:

- a) Provide guidance to help students relate service work with course work
- b) Provide reflection opportunities and assignments to allow students critical reflection on community issues.
- c) Communicate with students regarding service work on an on-going basis
- d) Keep in contact with Center for Experiential Learning staff to discuss any problems or issues

Faculty Signature

Date

The student should return this form to the Center for Experiential Learning OR his/her instructor.

The Center for Experiential Learning
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Check out our website: www.luc.edu/experiential