

# UHC 300 HONORS SERVICE LEARNING REGISTRATION FORM

## Missouri State University Honors College

This **1-credit hour course** incorporates community service with academic instruction to provide an integrative learning experience that addresses the practice of citizenship and promotes an awareness of participation in public affairs. Students will volunteer with a community partner whose organization will serve as a learning laboratory where they may apply what they are learning in the classroom, observe and reflect upon organizational operations, and synthesize their academic and professional experiences by completing an academic project incorporating what they learned during their experience.

Students may enroll in this course alongside an existing course (i.e., BIO 121 + UHC 300 with the biology instructor) or design this course as a stand-alone experience (i.e. only UHC 300 with an appropriate instructor).

Students are expected to complete a minimum of 40 hours of work with an approved community organization. Course instructors must be a faculty member with expertise in the field in which the student plans to work.

The nature of individual projects will vary by academic discipline, but students should be prepared to satisfy the following expectations:

- Course instructors will help students to develop and articulate guidelines, expectations, goals, and learning outcomes for their course.
- Students will complete a service learning orientation session offered by the Office of Citizenship & Service Learning.
- Course instructors will require students to prepare for their organizational experience by reviewing relevant textbooks, journals, or completing research that will help them to understand the sector that they are entering and the key theories or methodologies involved in their work.
- Students will submit written progress reports to their course instructor (suggested every 3 weeks) that highlight all tasks being performed, a summary of what the student has accomplished and learned, an assessment of organizational operations, an outline of any challenges being confronted, and a preview of future tasks and responsibilities. This is an ideal time for students to ask questions and to seek feedback from their course instructor.
- Students will submit a written academic project or portfolio piece demonstrating what they have learned. This might take the form of a case study, policy proposal, training manual, methodological discussion, lab report, or other creative assessments. Students may generally expect to write 5-10 pages, depending upon the academic discipline.

For assistance in identifying volunteer opportunities with community partners, please visit the Missouri State University Office of Citizenship & Service Learning.

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Student name: \_\_\_\_\_ M#: \_\_\_\_\_

Semester of study (fall, spring, summer): \_\_\_\_\_

Course instructor: \_\_\_\_\_

Complete this registration form with the assistance of your instructor. Be as detailed as possible and use additional pages if necessary.

1. What organization will you volunteer with? How many hours will you work each week?
2. List all regular tasks and responsibilities that you will complete.
3. How will you prepare for your volunteer experience (list all readings, projects, or tasks that are expected)?
4. What are the requirements for your proposed course during the volunteer experience (list all assignments, readings, meetings, etc.)?
5. What will your final academic project or portfolio piece entail (list all expectations)?

By signing below, you acknowledge that you have reviewed the expectations for Honors Service Learning outlined on the flip side of this form.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Head signature: \_\_\_\_\_ Date: \_\_\_\_\_

Honors College Director signature: \_\_\_\_\_ Date: \_\_\_\_\_

**THIS FORM MUST BE SUBMITTED TO THE HONORS COLLEGE BEFORE THE END OF THE FIRST WEEK OF CLASSES DURING THE SEMESTER YOU PLAN TO COMPLETE THE COURSE.**