**Service-Learning Course Criteria**

**Use this outline to craft a Service-learning project description** for students to be included in your course syllabus.

1. Outline the **learning objectives** (including course concepts & civic engagement skills) students will demonstrate on completing this service-learning course. See **Civic Engagement** rubric.
2. Address how you will evaluate this project in terms of the Civic Engagement principles students have learned.
3. Describe how this course will use **reflection** methods to develop connections between course concepts and service experiences, emphasize personal and social responsibility, and use critical thinking skills. (Assignments, papers, presentations etc.)
4. Expectations/scope of project (i.e. project goal and/or number of hours to be completed.)
5. Explain how you will prepare students for their work in the community
6. List of service-learning project sites
7. Provide details on how student will be graded and percentage of final grade.

**Service-Learning Office SL course support**: collecting Service Site Project Agreements, monitoring students’ work in the community through site visits to agencies and on campus meetings with students, managing a database to track student service hours, administering final evaluations of student performance to service site supervisors and conducting a student survey.)