

SL Course Designation Evaluation Form

Course: _____

Evaluator: _____

Please evaluate the course syllabus and/or memorandum based on the following SL course requirements. Rate by indicating "Yes", "No" or "Unclear."

Yes/No/Unclear

	Service learning component is integral to and supportive of the academic focus of the course (meets course objectives) and serves to benefit the community.
	A mechanism(s) introduces the service learning component to the students. This may be done through various methods including, but not limited to: class discussions, guided readings, experiential class periods, or utilizing the Office of Volunteer Programs & Service Learning as a resource.
	Course materials describe the: (a) type of community partners where the service learning assignment will be completed. (Agencies benefiting from the service should extend beyond the department offering the course.)
	(b) typical service activities that will meet the service requirement. (Service activities should extend beyond those benefiting the faculty, staff, or students within the department offering the course.)
	(c) length of time students will be required to serve (is the service activity ongoing, one-time, or periodic?).
	(d) process for verification of service hours (students, faculty and community partners will have access to the SHU GivePulse platform to log and track impacts).
	Structured opportunities for ongoing reflection and mechanism(s) requiring students to integrate the service learning component with course content (e.g., class discussions, journals, papers, presentations) are clearly explained, with examples of reflection topics, activities, and/or prompts included.
	Service learning component accounts for a significant portion of the total course grade (students are graded on learning/reflection <i>not</i> service hours).
	The service learning project is mutually beneficial (the community partner has helped identify the project and has been included in the planning process, as well as student assessment).

(Please summarize findings in each category below)

General Comments:

Required Changes:

For Consideration:

Do you recommend SL Designation approval of this course (please designate one):

Yes

Yes, with required changes

Not at this time

(See comments above)