Fulfilling Your Honors Service-Learning Requirement

Service-learning prepares students for productive lives in a diverse urban and global environment by involving students in community-based education and civic engagement.

Service-learning courses reflect the four Honors pillars:

- **Community**: over the course of a semester, students will work with a clearly identified community partner (churches, non-profit organizations, schools, etc.)
- **Service**: it is expected that students will complete a minimum of 25 hours of service
- **Research**: generally, service-learning courses should be led by full-time faculty, be relevant to the academic content of the associated class and include a reflective component such as papers, journals, weblogs, or creative projects.
- **Career**: the three-credit class applies towards degree requirements and Honors credits as well as connecting students to the surrounding community.

**HON 3000** is a zero (0) credit course for satisfactory/unsatisfactory grades. It must be paired with an approved service-learning course for at least three (3) credits in the same semester. Earning a B or better (3.00) in both the service-learning course and on the service-learning honors option project will result in an S (“Satisfactory”) for HON 3000. Regardless of whether the service-learning class is an Honors section or not, it will count as Honors credit towards the 36 credit University Honors requirement.

The Service-Learning Honors Option seeks to add a service-learning component to a class through Honors Option (2000-level or above). Use the Service-Learning Proposal to propose an Honors Option with at least 25 hours of community service plus a reflective assignment connecting the service to the academic content of the class. The student is responsible for coordinating all of the criteria for a service-learning class and the additional Honors assignment for Honors Option.

**Tips for proposing a service-learning project:**

1. Make sure that the service-learning project is directly linked to the learning outcomes of the course being used. Make sure to state this connection clearly in your proposal.
2. Be specific in your proposal about the academic component of your project. If you are writing a paper, please state how many pages it is going to be. If you are doing a presentation, please state what it is on, who it is for, and how long it is going to be.
3. Getting all of the details set with your professor can take some time, so start this conversation at the beginning of the semester so that you can turn in your paperwork by the due date.
4. If you or your professor has any questions, please have them contact honors@wayne.edu and an Honors Academic Advisor will be able to assist.

**Service Learning Honors Option proposals are subject to review by the Office of Community Engagement in order to register for HON 3000.**
Honors Option Service-Learning Proposal

DUE DATE FOR SUMMER 2016: July 20, 2016

Course: _____________________ Term: ____________________

Agreement between Instructor and Student

I agree to the terms of the Honors Option Proposal as outlined in the materials above. I understand that the arrangement may be altered or cancelled during the course of the semester with the consent of all parties involved (instructor, student, and Honors College representative).

Student:__________________________ Faculty Member: __________________________
Banner ID:________________________ Email:_____________________________________
Email:___________________________ Phone:____________________________________
Phone:___________________________ Signature:_________________________________
Signature:________________________ Only full-time faculty members are eligible.

Community Partner

Place of service:______________________________________________________________
Address:___________________________________________________________________
                                                                      Street    City    Zip Code
Number of Hours Planned (minimum of 25 hours per semester) _____________________________
Contact Person and Phone Number:___________________________________________________
Signature of Contact Person:________________________________________________________

Service Learning Honors Option Checklist (to be completed by the Honors student):

  o Must have a 3.3 cumulative GPA to propose a Service-Learning Honors Option
  o Complete this form
  o Attach copy of course syllabus (not needed for HON 4940 or HON 4990 courses)
  o Include typed proposal identifying the type of service being performed and how this service is being academically linked to the coursework in the identified course through a reflective component (paper, presentation, blog, etc.) MAXIMUM 2 PARAGRAPHS
  o Submit form, syllabus and proposal to the Honors College no later than the due date on the form. Late forms will not be accepted unless an extension is requested from the Honors College before the deadline.
  o Complete the Service Hours Verification Form and submit by the end of the semester

Signature of Approval from Honors.:______________________________________________

Date received: _____________________ Data Entry: _____________________ Confirmation: _____________________ Revision: _____________________ Evaluation: _____________________
Service-Learning Service Hours Verification Form

Student Name: ____________________________ Student ID# ____________________________

Organization Name: ______________________________________________________________

Contact Phone: _________________________ Contact Email: __________________________

Description, Location, Date, Time, of Service Project:
__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

Number of Hours Completed: __________

Supervisor/Organization Signature: _________________________ Date: ____________

Student Signature: _________________________ Date: __________________

FOR OFFICE USE ONLY:

Date Received: _______________ Initials: _______________

Faculty Signature: _________________________ Date: __________________

Approve _______ Denied _______ Date Logged _________________________ Initials _______