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 WINTER 2016: FEBRUARY 5, 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: ___________________  E-mail: _____________________
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):
☐ Must have a 3.3 cumulative GPA to propose a Service-Learning Honors Option
☐ Complete this form
☐ Attach copy of course syllabus (not needed for HON 4940 or HON 4990 courses)
☐ 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
☐ 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.
☐ Complete the Service Hours Verification Form and submit by the end of the semester

Signature of Approval from Honors Adm.: ____________________________

Date received:  Data Entry:  Confirmation:  Revision:  Evaluation:

Created Fall 2015 RP
HON 3000 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 _______