



Independent Student-Initiated Service-Learning Project FORM

BOISE STATE UNIVERSITY

SERVICE-LEARNING

This form is for students choosing to design their own service-learning project. The Service-Learning Program cannot be held liable or responsible for student-initiated service projects. It is imperative that the faculty member and student ensure the service project meets course learning objectives and is in accordance with Boise State University Service-Learning Program policies.*

INSTRUCTIONS:

1. **Consult with your instructor** to discuss your learning objectives and possible service areas.
2. **Select a community partner** with a service project that fits the learning objectives of your course. For tips on how to initiate contact with an agency and negotiate a project with them, please see “Ten Steps to Succeeding In Your Student-Initiated Service-Learning Project” available at <http://servicelearning.boisestate.edu/forms>. For resources to find potential service-learning partners, please visit the Service-Learning website.

**Policy notes: The service site must be a non-profit or government agency that addresses a community need. The service site must carry liability insurance covering volunteers. Please review “Risk & Safety” guidelines here: <http://servicelearning.boisestate.edu/about/safety/> Students are not allowed to count SL hours for activities that are paid, involve lobbying or require religious instruction and/or worship.*

3. **Complete each page of this form and make 2 copies:** Keep original for your records. Give one copy to community partner, one to your instructor.
4. **Tell the Service-Learning Program know where you are serving:** Complete this online form: <https://orgsync.com/59534/forms/72714>

Student Information

Name: _____ Student ID _____

E-mail: _____ Phone: _____

Course Information

Course Name: _____ Instructor _____

Faculty E-mail: _____ Phone: _____

Community Partner Information

Agency Name: _____

Agency Contact Person: _____

Agency Address _____

E-mail: _____ Phone: _____

Please answer the following questions:

- What are the learning objectives of the course? (e.g., to learn the fundamentals of social work practice)

- What are the goals for the service-learning in this course? Or, what do you and your instructor hope you get out of your experience? (e.g., to gain experience working with clients living in homelessness)

- What community issue will your service project address?(e.g., domestic violence, homelessness)

- What specific tasks you will complete for your service project? (e.g., completing needs assessment, meeting with clients, creating newsletter, *the more specific this list is the better!*)

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- How will your service tasks meet the goals for the service-learning in this course?

 - How will you evaluate the learning derived from the service? Provide examples of evaluation criteria.

 - How does the Service-Learning experience foster civic responsibility?

 - How does this enhance your education and/or prepare you for your future career?

 - How will the community agency/service recipient be involved in the planning and evaluation of this service?

 - What special requirements/training does the community partner require for volunteers? (e.g., driver's license, background check, etc) _____
 - Does this project deal with vulnerable populations? (ie- children, individuals with disabilities, etc.) If so, please review possible waiver and consent forms located on the Service-Learning website. Describe how you will protect the well-being and privacy of the population you are working with:

 - Please describe any substantial risks of property damage or injury to persons that are associated with the work/service (if applicable) and how you will reduce this risk and/or address issues of liability?

 - What is the start date and estimated end date of your service project: **Start date** _____ **End Date** _____
 - How many service-learning hours will you complete (if required)? _____ **hours**

Please read and certify that you understand the following:

- Recipient & Student: Assumption of Risk:** I acknowledge that there are certain risks of injury and/or damage to property associated with the activity described above. I acknowledge that I have read the course/program outline and voluntarily accept all risks associated with the activities. I further agree that if I drive my own motor vehicle for transportation to, during or from the program site, I am responsible for my own acts and for the safety and security of my own vehicle. I accept full responsibility for the liability of myself and my passengers.
- Recipient & Student: Waiver of Personal Property Liability:** I agree to hold Boise State University and all its officers, agents, and employees free from liability in the event I suffer personal property loss or damage as a result of participating in the field trip/event, due to my negligence.

Signatures

Agency Representative: _____ Date: _____
 Student Service-Learner: _____ Date: _____
 Faculty/Instructor: _____ Date: _____