

# Integrative Experiential Service Learning Commitment Cover Sheet & Worksheet - (Service Position must be Approved Prior to Serving Community)

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One of our major learning objectives in this course is student exploration of how ethics in criminal justice intersect with the broader scope of social justice. **Throughout this module, students are working independently to choose and learn about a social justice issue that intersects with criminal justice. There are several issues criminal justice officials must react to during various decision-making points in the criminal justice system. Criminal justice officials must frequently respond to broader social problems in an ethical manner.**

Accordingly, students are engaging in an experiential learning activity which includes finding and participating in a service learning activity for a **minimum of 15 hours of public service**. Students independently explore and obtain a service learning position which is authorized by the instructor.

## Integrative Learning Goals and Definitions



This capstone project is an integrative learning experience. The AACU (2009) defines "**integrative learning**" as "an understanding and a disposition that a student builds across the curriculum and cocurriculum, from making simple connections among ideas and experiences to synthesizing and transferring learning to new, complex situations within and beyond the campus" (p. 1).

The Community Service Learning Commitment Cover Sheet and Worksheet is designed to facilitate students' "Connections to Experience" in accordance with the AACU's Integrative Learning Rubric. "**Connections to Experience**" is defined as "learning that takes place in a setting outside the formal classroom, such as workplace, service learning site, internship site, or another" (AACU, 2009, p. 1).

**The goal is for you to connect your 15 hours of civic service experience to your academic knowledge.**

## Purpose of this Assignment

The purpose of this assignment portal is for the **submission of your Learning Commitment Cover Sheet & Worksheet.**

- For complete information on this course project, read Module 3 of this Webcourse.
- Complete instructions on "**Assembling and Submitting Your Learning Commitment and Worksheet**" are contained within the Self-Directed [Experiential Learning Handbook](#) .\*
- Here is a [Word version of the Service Learning Commitment Cover Sheet and Worksheet](#)  found at the end of the Handbook. You will need to download and complete it following the Handbook linked above.

## Information on Completing the Learning Commitment Paperwork Before You Volunteer

- The Learning Commitment paperwork is your **plan** for learning by serving the community and consulting other resources.
  - You should have your Service Learning Commitment Cover sheet & Worksheet submitted and approved by the instructor prior to performing your service learning.
    - Otherwise, you risk performing services that do not meet your instructor's approval.
  - As part of the submission, you are required to include confirmation of your future service.
    - Written confirmation is preferred. One option is writing an e-mail to the coordinator which includes the dates and times, as well as a brief description of your duties. Ask them to reply confirming the information.
    - Another written confirmation option is copying screenshots of your online reservations.
    - If you are unable to supply written confirmation of your service, you may be permitted to use photographic evidence.
  - If you are planning to use photographic evidence of your service, include that information in your Learning Commitment Worksheet.
    - You will need to explain why you are unable to use written evidence of your service.
    - You will need to explain how you will include several photos throughout the 15-hours of service to be included in your Journal entries.
- See the Handbook for complete instructions!

## Experiential Services are Completed Before Submitting Your Reflective Journal

- Your experiential services are to be performed and completed for the "Reflective Journal Entries" at a later due date.
  - The purpose of the journal entries is to facilitate your learning experiences and reflections, as well as document your service learning processes.
- Again, complete instructions are in the Handbook!

\*Pursuant to the Handbook, all service learning activities **must be approved by the instructor prior to performing services.**

## How to Sign the Cover Sheet and Add Evidence of Future Service

To "sign" your Learning Commitment and add evidence of your future service learning, you may :

- Add the verification of your service learning by copying & pasting it to the second page OR inserting a picture.
- "Type" your name in the signature area using a font other than Calibri (body).
- Upload your file as a Word document.

OR

- Add the verification of your service learning by copying & pasting it to the second page OR inserting a picture.
- Create a picture of your signature and insert it in the signature area of the Word document.
- Upload your file as a Word document.

OR

- Add the verification of your service learning by copying & pasting it to the second page OR inserting a picture.
- Save the Word document as a pdf (after adding the verification of your service learning).
- Sign the pdf using Adobe.
- Upload your file as a pdf.

Here are a couple of videos to learning more about signing documents:

[How to Create Digital Signature in Word](https://www.youtube.com/watch?v=N6eyJAFJ99Y) (<https://www.youtube.com/watch?v=N6eyJAFJ99Y>)



<https://www.youtube.com/watch?v=N6eyJAFJ99Y>

[How to Create Electronic and Digital Signature and Sign PDF and Word Document Online](https://www.youtube.com/watch?v=6m_S5dFjDGg)

[https://www.youtube.com/watch?v=6m\\_S5dFjDGg](https://www.youtube.com/watch?v=6m_S5dFjDGg)



[https://www.youtube.com/watch?v=6m\\_S5dFjDGg](https://www.youtube.com/watch?v=6m_S5dFjDGg)

## Grading

This assignment is for "completion."

- Consult your Syllabus for due dates.
- Once the submission is approved by the instructor, it is scored as "completed" and the student will receive 50 points.
- An "incomplete" submission earns 0 points.

Once you have submitted your plan, I will either:

- approve it and return it to you with my signature (as the Instructor) for a grade of "completion," or
- not approve it ("incomplete"), provide feedback, and ask you to revise and re-submit it for a grade of "completion."

**Submitting** a file upload

<b>Due</b>	<b>For</b>	<b>Available from</b>	<b>Until</b>
Oct 27, 2019	Everyone	-	Oct 27, 2019 at 11:59pm

+ [Rubric](#)