

Syllabus Review Checklist

- Clear connections between academic content and service components**
 - Indicates how the service experiences will enhance student learning
 - Weaves service-learning throughout syllabus
 - Describes ways service provides support to academics

- Includes service-learning in course learning objectives**
 - Explicitly discusses which course objectives students will address through service
 - Performance-based objectives: What activities will students do to demonstrate understanding?
 - Knowledge-based objectives: What coursework will students complete to demonstrate complex understanding of an issue?

- Defines service-learning**

- Includes description of service requirements/logistics**
 - Clearly indicates:
 - Student responsibilities
 - Number of hours required
 - Training expectations
 - Community placements
 - Transportation, timekeeping, etc.

- Clear expectations for critical reflection assignments**
 - Structured assignments
 - Multiple reflection methods
 - Due dates, length & submission requirements

- Clear expectations regarding assessment of service components**
 - Students should receive credit for coursework, such as papers or projects, versus the service itself.
 - How will service participation/attendance be graded?
 - How will reflections be graded?