GUAM**COMMUNITY**COLLEGE

Center for Student Involvement

SERVICE-LEARNING
<u>Faculty Checklist</u>

Items REQUIRED to be completed & submitted to you by your students
X   <u>BEFORE the start</u> **of their Service-Learning (SL) project**

☐ Student Agreement Form

☐ Student Liability Waiver Form

☐ Community Based Organization Service Letter

Items REQUIRED to be completed & submitted to you by your students
X   <u>AFTER the completion</u> **of their Service-Learning (SL) project**

☐ Student Time Log Sheet

☐ Student Reflection Paper

☐ Student Evaluation Survey

◆◆◆

Items REQUIRED to be submitted to the CSI Office
when the service-learning project is completed but
X   **<u>NO LATER THAN</u> five (5) days after official grades are due**

☐ Faculty Service-Learning Project Description Form AND

    ALL student items listed above for each SL project