



## Community Service Learning Department of African American Studies Georgia State University

### What is Service Learning?

Service learning provides experiential learning opportunities for students while at the same time allowing them to provide services to community organizations. Service Learning allows students to learn and develop through thoughtfully organized service activities that integrate and enhance academic curriculum, provide “real world” experiences, exercise academic knowledge and skills, address unmet community needs, partner the University with community agencies, foster social and civic responsibility and raise awareness of social justice issues facing communities.

### Why Service Learning?

The goals of African American Studies are academic excellence and social responsibility. Service Learning provides a tool for the Department of African American Studies (AAS) at Georgia State University (GSU) to fulfill these goals while also providing a tool for GSU to fulfill its mission of Civic Engagement.

Through service learning students:

- ◆ Learn to have empathy for the position of the “other” no matter what road life has brought them to
- ◆ Develop a sense of caring for and assisting those in need
- ◆ Learn a value of commitment to the communities in which they live and work
- ◆ Gain valuable problem solving skills which can be used to regenerate and revitalize communities

*Overall,*

- ◆ Through developing and applying academic, professional and/or technical competencies students become active participants in transforming the lives of people and communities.

### What is Not Service Learning?

Students have specific learning objectives for their service experience. It is the opportunity to connect classroom instruction and academic course content with the service experience.

Example of Service Learning:

- Tutoring children—*Service*
- Studying instructional theories—*Learning*
- Using theories to teach children and gaining first-hand experiences of social justice issues facing children—*Service Learning*

Students should not be used to fill unmet staff needs, e.g. reception, front desk activities, phones, errands, clerical, typing, filing, copying, bookkeeping, travel to and from sites.

### How to Participate in Service Learning with AAS

1. Go to [www.volunteersolutions.org/gsu/agency](http://www.volunteersolutions.org/gsu/agency) & add your organization information being sure to fill out the information completely
2. Your organization will be approved by GSU staff/faculty
3. When a student contacts you fill out and sign the Student-Agency Contract
4. When a student logs their hours you will receive an email to verify their hours. Simply click on that link and their hours will be verified
5. Evaluate the student after he/she has completed their hours on the End of Service Evaluation form

**Department of African American Studies (AAS)  
Georgia State University  
SERVICE LEARNING  
STUDENT & AGENCY CONTRACT**

**Student Information**

Student Name/ID#	Name:	ID#:
Telephone Numbers	Home:	Work:
Starting and Ending Dates		
Contracted Number of Hours of Service		

**Agency Information**

Agency Name	
Agency Street Address	
Agency City & State	
Agency Zip Code	
Contact Person Name	
Contact Person Title	
Contact Person Phone	
Contact Person Email	
Type of Services Agency Provides	
Worked with GSU Department of African American Studies Students in the past ( <i>circle one</i> )	Yes    No

**Faculty Information**

Course Name/Number/CRN	Course#/CRN
Faculty Name	
Faculty Phone/Email	
Graduate Assistant	

**Student & Agency Contract**  
**Part II: Project Information**

(To be filled out *jointly* by student(s) and partner organization)

Type of project student will work on	<hr/> <hr/>
Exact expectations & requirements of student(s) during project <b><u>(Include also the deliverable, e.g. promotional video Youtube, Newsletter, Grant proposal, etc.)</u></b>	<hr/> <hr/> Deliverable: (If Applicable) <hr/> <hr/>
Kinds of learning students can expect to gain from this experience	<hr/> <hr/> <hr/>
Skill/Talents student(s) will use while completing project	<hr/> <hr/>
What Orientation/Training will be provided by the agency?	<hr/> <hr/>

**Student**

As the student in this service-learning project, I agree work in collaboration with the organization to the best of my ability, report any problems I encounter, and present my professor and the organization with copies of this signed contract and my final project/report as applicable.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

**Community Partner**

As the partner for this service-learning project, I agree to work in collaboration with the student from the Georgia State University Department of African American Studies, provide information/resources for their project and to evaluate his/her participation to the student and faculty.

\_\_\_\_\_  
Community Partner

\_\_\_\_\_  
Date

## WEEKLY SIGN-IN TIME SHEET

Course Name \_\_\_\_\_ Course No \_\_\_\_\_ Semester \_\_\_\_\_  
 Student Name/ID \_\_\_\_\_ Student Phone \_\_\_\_\_  
 Faculty Name \_\_\_\_\_ Faculty Phone \_\_\_\_\_  
 Supervisor Name \_\_\_\_\_ Supervisor Phone \_\_\_\_\_  
 Agency \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Address \_\_\_\_\_ Website \_\_\_\_\_

Date	Time In	Time Out	Hours Worked	Supervisor Signature

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**END OF SERVICE EVALUATION**

Course Name \_\_\_\_\_ Course No. \_\_\_\_\_ Semester \_\_\_\_\_  
Student Name/ID \_\_\_\_\_ Student Phone \_\_\_\_\_  
Faculty Name \_\_\_\_\_ Faculty Phone \_\_\_\_\_  
Evaluator Name \_\_\_\_\_ Evaluator Phone \_\_\_\_\_  
Agency \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Address \_\_\_\_\_ Website \_\_\_\_\_  
Total No. House Student Served \_\_\_\_\_ Dates Work Performed: From \_\_\_\_\_ To \_\_\_\_\_  
Tasks Performed: \_\_\_\_\_

Complete the form based on your observation of the student's performance in the designated areas. This sheet will constitute your professional evaluation of the student, yet will not be used for future reference, unless otherwise intended by the student.

5--**Outstanding** performance  
4--Consistently **High Quality** Performance  
3--**Satisfactory** performance  
2--Inconsistent **Low Level** performance  
1--**Unsatisfactory** performance  
N--**Not observed**

1. Quality of Work	1 2 3 4 5 N
2. Dependability	1 2 3 4 5 N
3. Carried out proposed goals	1 2 3 4 5 N
4. Followed through on assignments	1 2 3 4 5 N
5. Attendance	1 2 3 4 5 N

**Final Project/Deliverable if Applicable:** *(Please check)*

Poor  Satisfactory  Good  Very Good  Outstanding  Not Applicable

**Student Overall Performance:** *(Please check)*

Poor  Satisfactory  Good  Very Good  Outstanding

General comments on Student Performance:

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Evaluator Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

STUDENT—FILL OUT THIS FORM AND ATTACH IT TO YOUR SERVICE LEARNING CONTRACT AT THE END OF SERVICE

### Demographic Information

1. Name \_\_\_\_\_ A Student ID \_\_\_\_\_ Age \_\_\_\_\_
2. Sex \_\_\_\_\_ Occupation \_\_\_\_\_
3. Estimated level in school (*sophomore, junior, senior, etc.*) \_\_\_\_\_
4. Projected Major \_\_\_\_\_

### Previous Volunteer Service

5. Have you have provided volunteer services before this class? (*circle one*) Yes No
6. Did you provide Service learning in another class in this Department (*circle one*) Yes No
7. What type of organization (*services it provided*) \_\_\_\_\_
8. Name of organization \_\_\_\_\_
9. Did you provide volunteer service outside of this department (*circle one*) Yes No
10. What type of organization (*services it provided*) \_\_\_\_\_
11. Name of organization \_\_\_\_\_

### Service Learning for this Class

12. Name of organization \_\_\_\_\_
  13. What type of services does the organization provide? \_\_\_\_\_
  14. What did you do for the organization? \_\_\_\_\_
- Course Name \_\_\_\_\_ Semester \_\_\_\_\_ Instructor \_\_\_\_\_

15. Please rate the effect that your service learning experience in this class has had on your: (Please Circle):

	A little=1	Moderate=3	A lot=5
a. What you learned in the classroom	1	3	5
b. Sense of social responsibility	1	3	5
c. Positive attitude towards volunteering/community service	1	3	5
d. The likelihood that you will volunteer in the future	1	3	5