

Student Learning Plan: Undergraduate



To be completed by Student:

Section I: Student Data

Student's Name:

Student ID:

E-mail:

Phone:

Primary Emergency Contact:

Relationship:

Daytime Phone:

Section II: Learning Site

Learning Site Name:

Address:

Contact Name:

Title:

E-mail:

Phone:

Type of Learning Site/Business (e.g. State, City, Non-Profit, Private Business etc.):

Learning Site Objectives:

Section III: Course Data

Course Title:

Faculty Name:

Planned Internship/Learning Experience (total hours):

Start Date:

End Date:

Scheduled days/hours:

Additional hours (special events, etc.):

I have received, read, and clearly identified and understand the specific Student Learning Outcomes from the course syllabus for this Academic Internship/Service Learning course.

Yes No

Section IV: Internship/Learning Experience Data

Academic Internship/Service Learning Role:

Description of Internship/Learning Experience Duties and Responsibilities:

Academic Internships: Paid Unpaid

Please describe any compensation provided by learning site (if applicable):

To be completed by Faculty overseeing Academic Internship/Service Learning Course:

Specific learning outcomes for the internship/learning experience have been provided by the Faculty to the student and community partner in the form of the course syllabus: Yes No

Method of Evaluation and Supervision:

Number of units to be given upon successful completion of the learning experience: _____

Section V: Other

Is the Learning Site Agreement in place? Yes No

(Please contact the Center for Community Based Learning at ccbl@humboldt.edu to verify current Learning Site Agreements.)

Please be aware of the following:

1. Students are not allowed to participate at home-based learning sites. (Exceptions must be cleared with Cal Poly Humboldt Director of Risk Management.)
2. Students are not allowed to use power tools or provide transportation for agency/business purposes.
3. Learning sites should have orientations for all student volunteers going over items discussed in the site checklist.
4. Students should not be spending money out-of-pocket for agency materials.

Section VI: Approval

To be completed by Learning Site Supervisor:

Student will be/has been given orientation and placement information including conduct and health and safety information by Learning Site Supervisor before beginning Academic Internship/Service Learning experience. Yes No

Required Signatures:

Student:

Date:

Learning Site Supervisor:

Date:

Faculty:

Date: