**Service-Learning Course Designation Application**

The Service-Learning Curriculum Committee (SLCC) will review syllabi and proposals for service-learning (SL) designation. Please submit the following to the SLCC chair, Heather Sullivan-Catlin (Dept. of Sociology, Satterlee 311, sullivh, x2570).

- A completed course proposal application (this form);
- A general description of the class;
- A point-by-point description of how the course meets the three components of the designation criteria as outlined in the current SL designation guidelines document;
- A copy of the course syllabus;
- Signature of the department chair;
- Signature of the school dean.

**Form submitted by:_________________________ Phone ext.:_________ E-mail:_________________________**

**Campus address:____________________________________________________________________________**

Subject code/ course number (e.g., COMP 101): __________________________________________________________________

Course title: ________________________________________________________________________________

Credit Hours: ______ Semester/year to begin designation:__________ Maximum Enrollment: ____

Course Prerequisites: __________________________________________________________________________

Type of proposal:

- Department proposal (all sections of the course will have the designation regardless of instructor).
- Instructor proposal (course will only carry the SL designation when offered by this instructor).
- One-time proposal (the course is being offered as a “95” course or the department determines the course will carry designator for one semester/session only).

Department Chair:_____________________________ Date:______________

Dean: _________________________________________ Date:______________

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Action by SLCC Committee: SLCC Chair:_________________________ Date: ______

- Approved
- Revisions requested