



Texas Tech University
Service-Learning Course Application
“S” Designation Request

Service-learning is a pedagogy that links academic study and civic engagement through thoughtfully organized service that meets the needs of the community. This service is structured by and integrated into the academic curriculum, which provides opportunities for students to learn and develop through critical reflection. Texas Tech Service-Learning Program is committed to providing rigorous and reflective academic experience for our students. The university recognizes service-learning courses with an official “S” designation. The Service-Learning Program welcomes course submissions from all colleges, departments, and instructors. To receive an “S” designation please complete the required information and submit via e-mail attachments to Irene Arellano, Service-Learning Coordinator (servicelearning@ttu.edu).

Course Name: _____

Semester/Year to be offered: _____ **Course Prefix/Number:** _____

Instructor(s): _____

Does this course meet a core curriculum requirement (TTU catalog pg 44)? _____ **Which category?** _____

Required attachments:

1. Course Narrative: Describe how your service-learning course section differs from a traditional course section. Please review the Service-Learning criteria (see below) and thoroughly explain how your course embraces each criteria. Complete narratives will be approximately 500 words.

Criterion #1: Service learning courses provide rigorous and enhanced academic learning by interconnecting community action and critical reflection.

Criterion #2: Service learning courses provide relevant and meaningful service by placing students in projects that are tailored to address community and societal needs.

Criterion #3: Service learning courses provide purposeful civic learning by creating a learning environment where students can acquire the knowledge, skills, and values to make an explicitly direct contribution to themselves and their communities, both local and global, through civic participation.

Criterion #4: Service learning courses will incorporate the following student outcome in the courses as well in the syllabi: *Students will be able to identify, articulate, and reflect critically on ethical issues in personal, professional, and/or civic life from their own perspective as well as that of others.*

Criterion #5: Under extra-ordinary circumstances, alternative activities may be arranged for the students not able to participate in the service learning component of the course.

2. Course Syllabus: Please attach your service-learning course syllabus. University policy requires all course syllabi include student learning outcomes and assessment strategies. Be sure to include outcomes and assessments as these components relate to service-learning. Be sure to highlight service-learning components in your course using the **bold and underline features.**

3. Letter of Support: Your application must include a letter of support from your Department Chair for your service-learning course.

4. Optional Interview: In addition to submitting the required written materials you may request a face-face interview with the review committee to discuss your service-learning course. Please check the appropriate space below:

I would like to schedule an interview with the review committee: Yes/No _____

Proposal submitted by: _____ **Mailstop:** _____

Proposer’s e-mail: _____ **Phone:** _____

Please submit all three documents (course narrative, course syllabus, and Chair’s letter of support) via e-mail to Irene Arellano, Service –Learning Coordinator (servicelearning@ttu.edu).