

NORTH·SHORE COMMUNITY COLLEGE



Service-Learning Student Guide

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See page 3 for links to our Google Forms 1 & 2!

What is Service-Learning?

Service-Learning is a teaching and learning method that connects meaningful community service experiences with academic learning, focusing on critical and reflective thinking, and civic responsibility.

Service-Learning enhances what is taught in college by extending students learning beyond the classroom and providing opportunities for students to use their emerging and acquired skills and knowledge to meet real needs in the community.

Important CORI Information

Criminal Offender Record Information and Sex Offender Registry Information Checks

In order for a student to be eligible to participate in an academic, community or clinical program that involves potential unsupervised contact with children, the disabled or the elderly, the student may be required to undergo a Criminal Offender Record Information (CORI) check and/or a Sex Offender Registry Information (SORI) check. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible to participate in such activities. The College is authorized by the Commonwealth's Criminal History Systems Board, pursuant to Massachusetts General Laws, Chapter 6, Sections 167-178B, to access CORI records. The College shall refer to regulations issued by the Commonwealth's Executive Office of Health and Human Services 101 Code of Massachusetts Regulations 15.00-15.16, as guidance when assessing student CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P. **For more information regarding the College's CORI/SORI check process, please contact the HR office.**

✓ Steps to having Service-Learning Noted on Your Transcripts

By completing the following steps, you will have service-learning noted on your transcript:

- ☐ Please complete Form 1 (Student Information & Consent) by Thurs., **October 5th**. The link to Form 1 can be found on the Service-Learning page on MyNorthshore, or may be distributed by instructors.
- ☐ Students whose whole class is participating in service-learning at one site do not need to complete Form 2. Your instructor will submit a list of students who have successfully completed service-learning by Fri., **December 8th**.
- ☐ Students who are going to different community partners for service-learning - either full-class or optional – must have their community partner verify their completed hours on Form 2, and have their instructor verify completion of a reflection assignment at the bottom of Form 2. The link to Form 2 is found on page 3 of the Student Guide, on the Service-Learning page on MyNorthshore, or may be distributed by your instructor. Form 2 is due by Fri., **December 8th**.
- ☐ You will receive a link to a Student Satisfaction Survey. Please complete it, although it is optional.
- ☐ Finally, students must receive a passing grade in their service-learning course in order to have service-learning noted on their transcripts.

It is important that you complete all forms in their entirety

Optional Service-Learning Class	<p>Students will receive community partner lists with names and contact information of various organizations. In optional participation classes students are responsible for contacting sites and arranging service individually if they choose to do so.</p> <ul style="list-style-type: none">● Form 1 is due by Thursday, October 5th.● Form 2 is due by Friday, December 8th.<ul style="list-style-type: none">○ This form requires a signature from the community partner AND professor.
Full-Class Participation – Same Community Partner	<p>Students are required to participate in service-learning as a component to the course. All students will complete service-learning with the same community partner.</p> <ul style="list-style-type: none">● Form 1 is due by Thursday, October 5th.● Students in full-class participation with the same community partner do not need to complete Form 2 – your instructor will send a class list of the students who completed the hours requirement and reflection assignment by Friday, December 8th.
Full-Class Participation – Different Community Partners	<p>Students will receive community partner lists with names and contact information of various organizations. Students are required to contact an organization and arrange service-learning hours as a component of the course.</p> <ul style="list-style-type: none">● Form 1 is due by Thursday, October 5th.● Form 2 is due by Friday, December 8th.<ul style="list-style-type: none">○ This form requires a signature from the community partner AND your professor.

Service-Learning Forms

Form 1, due on Thu., Oct. 5th, may be found here:

- Click here: [Form 1](#)
- Cut and paste this link: <https://forms.gle/7qYAYjxpd8e3gnsV8>
- Or sign into *My NorthShore* and click on the Service-Learning tile.

Form 2, due on Fri., Dec. 8th, may be found here:

- Click here: [Form 2](#)
- Cut and paste this link: <https://forms.gle/N8Rh4yZ2vGVJji53A>

- Or sign into *My NorthShore* and click on the Service-Learning tile.