

Service Learning FAQs - Spring 2009

- 1. When does Service learning (SL) begin and are there any days off?**
SL vans generally run from **Friday Jan. 30** until **Monday Apr. 27**. There is no SL from Fri Feb 27 - Sun Mar 8 (Spring break) or Fri Apr 10- Mon Apr 13 (Easter). Your site may start later or have special days off listed in the site descriptions following.
- 2. Is transportation provided?**
If you can provide your own transportation, you can set up your *own hours* independent from the van schedule at one of the indicated Own Hours sites. For those that need it, regular van transportation is provided to/from the large **gym parking lot**. Be sure to show up 5-10 minutes before the van is scheduled to leave; drivers are instructed to leave on time!
- 3. How are the hours documented and who keeps track of the service learning hours?**
SL hours must be documented in writing with a Verification of Hours form! **Students are responsible for documenting their SL hours** by signing the same Verification of Hours form each visit to the site. Students will carry their forms with them and the site supervisor will initial the hours worked and evaluate your service. **At the completion of their service, the student is responsible for returning the Verification of Hours form to their professor.** Some sites have their own volunteer sign in process which does not substitute for the Verification forms.
Two other "sources" of hours: Four hours for Kick Off Day (Mon Jan 19th) will be documented by attendance and credit hours (explained in #7 below) will be emailed to the professor in April.
- 4. When is the Verification of Hours form due?**
Usually the last week of classes. Professors set the due date in the syllabus. If you lose your Verification of Hours form, download another from http://www.eastern.edu/campus/christian_life/campusmin/index.html
- 5. How do I find out when there's a last minute change or cancellation?**
Any changes in schedule will be communicated to you by your Eastern email. Set yours up and check your e-mail on the days you have SL. All students, including commuters, have been assigned an EU email address and are responsible for messages sent there.
- 6. What should I do when I can't go (sickness, home emergency, etc)?**
Your site will expect you every week; SL is a regular part of your schedule. Please be responsible as with a job, and **call your site supervisor ahead of time** when you can't make it. This will affect your SL grade. Also, be sure to tell your site supervisor when you are done serving and will not be returning. *The chief complaint about Eastern students is that they don't notify their site when they are not coming.*
- 7. What if there's a mix up with the van (it isn't there, no driver, etc) and we can't go?**
First wait at least 10-15 minutes. Then everyone who showed up should sign a piece of paper with the date and an explanation and send the list to Walton 1A. Also call the site to let them know you won't be coming. If that procedure is followed then credit hours will be emailed to your professor at the end of the semester. Credit will not be given if a change was communicated in advance by e-mail, students miss their ride or forget that it was a day off. If classes are cancelled due to a weather emergency, those hours will be credited. There is currently no

system for giving credit hours for Own Hours students since those hours are not scheduled through the Service Learning Office.

8. Does travel time count as Service Learning time?

No, you receive credit only for the time you're on site, so you may be gone 2.5 hours but only serve 2 hours.

9. Is Service Learning the same as Federal Work Study Community Service? Can my Federal Work Study job count as my SL?

Service learning and community service are different; Federal Work Study jobs cannot count as SL and service learning sites do not qualify for FWS. Please contact the Student Employment Counselor for more information.

10. Can I go to more than one site or find my own site?

Students need to stay at their assigned site and times. Consistency is crucial for the SL experience and building relationships. The sites offered have been carefully screened to fit course content, and there is a great deal of variety so everyone should be able to find something to their liking. Commuters with potential service sites near home can petition Andy Horvath for individual approval.

11. How will \$25 gas cards be distributed?

As an incentive for students to find their own transportation, Eastern will provide a \$25 gas card to Own Hours students. Once you have served at your assigned Own Hours site at least once, bring your initialed Verification form to Andy Horvath in Walton 1A for your gas card by the end of the semester. Drivers should feel free to request the use of gas cards given to others who are getting a ride to SL in their car.