



[Service Learning](#)
[Student Information Packet](#)



Welcome to Service Learning at
Middlesex County College!

What is Service Learning?

Service Learning gives students the opportunity to participate in an organized service activity that meets community identified needs. The goal of Service Learning is to connect course curriculum to meaningful community service. Students reflect on their service to gain further understanding of course content, a broader appreciation of the discipline they are studying, and an enhanced sense of civic responsibility.

Your professor will establish required service hours and class assignments so that you can receive academic credit for your service learning. Class assignments and reflection activities are used to connect classroom learning with the service you engage in.

You will receive a **Service Learning Certificate** after you complete and submit your Service Learning Time Sheet with the proper signatures by the deadline designated by your professor.

Benefits of Service Learning:

- Enhances resumes and transfer applications
- Develops job contacts for future employment
- Provides exploration of a career goal and/or academic major
- Creates realistic ideas about the world of work
- Helps develop occupational skills gained from practical experience
- Improves communication skills, time management, and self-motivation
- Offers satisfaction in doing something worthwhile
- Increases likelihood of continuing involvement in school and community affairs
- Fosters good leadership skills

Expectations of Student Volunteers:

1. Treat your service learning opportunity as if it were a job.
2. Dress appropriately for your service and the requirements of your service site.
3. Behave professionally while present at your site and when carrying out assigned tasks.
4. Fulfill pre-determined number of volunteer hours and complete all assigned projects.
5. **Notify** your supervisor in case of illness, emergency or any problems that might prevent you from keeping to your agreed upon schedule.
6. Attend any required interviews and trainings required of your site.
7. Respect the policies and expectations of the site, especially in regards to confidentiality.
8. Notify your professor and Arianna Illa from the Career Services Department, you or your site supervisor terminates your service learning placement.
9. Serve in a manner which preserves the reputation and integrity of Middlesex County College.

Service Learning Success Checklist:

<p>1. Register for Service Learning online at: https://www.middlesexcc.edu/service-learning/for-students/</p>	<input type="checkbox"/>
<p>2. Sign up for your site and reserve your shifts on signup.com. This link for you class can be found on the confirmation page after you register.*</p> <p>*Some classes will NOT use signup.com.</p>	<input type="checkbox"/>
<p>3. Review the “Important Information” section for your site and complete site requirements (ex: volunteer application, background check, etc.).</p> <p>This information is located on signup.com and your site summary list. If your site does not have any specific instruction you can simply show up for your first shift.</p>	<input type="checkbox"/>
<p>4. Contact your site supervisor if indicated in the “Important Information” section for your site.</p> <p>Discuss your shift schedule, volunteer requirements, and any questions you may have.</p>	<input type="checkbox"/>
<p>5. Attend site and keep an accurate record of your hours using your timesheet.</p> <p>Have your site supervisor sign off after each individual visit. Take a picture of your timesheet so you have proof of your hours in the event that you lose your paper copy.</p>	<input type="checkbox"/>
<p>6. Submit your time sheet to the Career Services Office (West Hall, Rm. 225) once you have completed your hours.</p> <p>Your professor will be notified that you have completed your hours. Timesheets will be kept on file.</p>	<input type="checkbox"/>

