

Develop Your Syllabus for Service-Learning

A Boise State University [Service-Learning Faculty](#) Resource

The following outline and examples will help you develop a strong SL syllabus and supplementary docs.

— NOTE: Choose the components that fit your course (not all elements will apply).

Items to include:

Service-Learning Rationale and Description

Explain what SL is, why you are using it, and what students will gain.

- See [sample syllabus language to explain SL](#) and [benefits](#).
- If you provide SL as an option, consider this [syllabus language for “SL option”](#)
- Provide a [summary or overview](#) of the SL, including purpose, community partner, project activities, and outcomes.

SL learning objectives

Outline the learning objectives (academic, personal/career, and [civic learning](#)) for the SL experience. Clarify how the SL connects with the course learning outcomes.

Transparency with assignments related to SL

Consider using an assignment format like this [SL assignment template](#) to add clarity and transparency.

Specify assessment criteria

Specify how students will be assessed and how they will demonstrate what they have learned from the service.

For assessing SL reflection, see [SL Reflection Rubric](#) examples.

Explain processes

- If students can *design their own project*, consider using the “Student Initiated Project” form and tip sheet on the [SL forms page](#)

Establish benchmarks

Establish benchmarks or a timeline for contacting the community organization and beginning and completing service.

See [Sample Course Timeline](#).

Clarify policies and reporting lines

- State your expectations for students’ accountability to their community partner (see [example](#) under section 4)
- Clarify your process for addressing challenges
- Give a cut-off date for changing projects (week six is usually manageable.)

Review risk management

Include language about accountability and risk management, if appropriate. (See [Risk management steps for faculty](#)).

Contact KaraBrascia@boisestate.edu for assistance.