



## FAQS: COHORT 3 (AY 2024 – 2025)

UPDATED: 07.19.24

INFORMATION IN THIS DOCUMENT IS SUBJECT TO CHANGE TO ENSURE ACCURACY AND WILL BE UPDATED AFTER EACH INFORMATION SESSION TO INCLUDE ANY ADDITIONAL QUESTIONS.

PLEASE REFER TO THE [ICCE COLLEGE CORPS WEBSITE](#) FOR MORE INFORMATION, AND INFORMATIONAL SESSIONS. TO VIEW THE [INFO. SESSION SLIDEDECK](#).

WE ENCOURAGE INTERESTED STUDENTS TO ATTEND AN ONLINE INFO. SESSION, CONNECT WITH PROGRAM COORDINATORS AND/OR REVIEW THE INFO. SLIDE DECK.

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### EXPECTATIONS: HOURS, PROGRAM START AND END DATE

#### HOW MANY SERVICE HOURS ARE REQUIRED FOR COLLEGE CORPS?

College Corps requires a total of **450 service hours**, which must be completed between **August 1, 2024 and May 31, 2025**. \* To be eligible for the Education Award at the end of the program, you must fulfill the full 450-hour requirement. Of these hours, up to 90 can be allocated to training sessions. **It's important to note that this opportunity is in-person, with attendance, active participation, and consistent communication with program and community host partner site staff being mandatory.** While some training and meetings may be conducted remotely, the majority of service hours and training sessions will take place in person. Interested students should be prepared to commute to and from their site placement as well as to and from on-campus training and meetings. Participation in the College Corps represents a significant yet rewarding commitment. We encourage interested students to attend available information sessions or reach out to College Corps staff for more details or questions before applying.

\*There is a possible summer extension option for Fellows to extend their service term to July 31, 2025 to help them reach the 450 hr. service goal. CC program staff will connect with Fellows at the end of Fall 2024 to review this option. To be eligible, Fellows must complete at least 300 hours by May 31, 2025. Additionally, the monthly living allowance will be adjusted to reflect this. The July 31, 2025 extension may or may not be an option for some students. Also, choosing this July 2025 extension may affect your AY 25-26 Financial Aid package - if you are not enrolled in summer 2025 sessions. June/July extensions must be approved and confirmed by CC program staff.

*Background* - Why the July 2025 extension may impact AY 25-26 Financial Aid: The living allowances and education awards – for all students – are coordinated by Financial Aid. Financial Aid has set dates per academic year. June/July 2025 counts as AY 25-26 FA package (if not taking summer session). We strongly

recommend that Fellows try to reach their goals of 450-hrs by May 31, 2025, if possible. Refer to [informational slidedeck](#) for sample living allowance payment schedule.

### **WHY IS 450 SERVICE HOURS REQUIRED FOR COLLEGE CORPS? WHY CANNOT THE LIVING ALLOWANCE OF \$7000 BE INCREASED?**

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The requirement of 450 service hours for the College Corps and the limitations on increasing the living allowance is influenced by various factors related to funding sources and program regulations. Here's an explanation:

1. **Funding Sources and Regulations:** The College Corps is funded through a combination of state and federal funds, including the California General Fund and AmeriCorps Segal Education Award. These funding sources are subject to regulations set by Congress, the state legislature, and AmeriCorps. The 450-hour service requirement and living allowance amount are typically determined by these entities.
2. **Grant Terms:** When SF State applied for the College Corps grant, we accepted the terms and conditions outlined by the funders. This means that SF State cannot unilaterally increase the living allowance amount or change the 450-hour service requirement. Grant recipients are bound by the terms of the grant they receive.
3. **Living Allowance Purpose:** The living allowance provided to Fellows is intended to cover personal expenses during their service term. It is not considered a wage and is not calculated or paid on an hourly basis.
4. **Commitment Considerations:** Recognizing that balancing 450 service hours with academic commitments can be challenging, College Corps encourages interested applicants to carefully consider their schedules and commitments. Advisors, College Corps program staff, and information sessions are available to help applicants assess whether the program is suitable for them. Individuals need to evaluate whether they can commit to the program requirements while maintaining a healthy balance in their lives.

In summary, the 450-hour service requirement and living allowance amount are determined by factors beyond SF State's control, including funding regulations and grant terms. While efforts may be made to advocate for changes in the future, the current program structure is governed by these constraints. Prospective applicants are encouraged to seek guidance and consider their circumstances before committing to the program.

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## HOW MANY HOURS OF SERVICE DO I NEED EACH WEEK?

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To ensure you meet the 450-hour service requirement by May 31, 2025, it is recommended that you commit to an **average of 12-15 hours per week of service**. Fellows should aim for 15 hours a week. However, this may vary depending on your summer, winter, and spring break plans.

Here's a breakdown of the recommended hours per week:

- **Hours per week at Host Site:** At a minimum, 12 hours per week should be dedicated to working at your primary site. It is crucial to consistently meet this commitment to stay on track with your service hours.
- **Bi-weekly Team Circles:** You should allocate approximately 2 hours bi-weekly for Team Circles (these are accounted as training hours). Attendance at Team Circles is mandatory and contributes to your professional development.
- **Bi-weekly College Corps Advisor Check-ins:** Plan for approximately 30 minutes bi-weekly for check-ins with your College Corps coordinator. These meetings are essential for tracking your progress, addressing any challenges, and ensuring you are on track to meet your service and professional development goals.

During your first 1:1 meeting with your College Corps coordinator, you will have the opportunity to map out a service schedule using a [Fellows Hours Completions Excel template](#). This will help you plan and manage your service hours effectively throughout the academic year. While serving during fall, winter, and spring break is optional, many past fellows have found it beneficial for catching up on hours or gaining additional experience. It's important to discuss your schedule and options with your assigned College Corps program staff advisor to ensure you can meet your service goals while balancing other commitments.

Fellows who start the program in September and October may have a different amount of hours per week of service to ensure fellows reach the 450 hour goal by the end of May 2025. College Corps staff will discuss how many hours fellows must complete per week on a case by case basis.

## WHAT IF I CAN ONLY WORK AT MY PRIMARY SITE FOR 10 HOURS PER WEEK? HOW CAN I MAKE UP HOURS AND HOW DOES SUPPLEMENTAL SERVICE HOURS AT A SECONDARY SITE WORK?

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If you are limited to working only 10 hours per week at your primary site, it's crucial to strategize how you can compensate for this limitation to meet the 450-hour goal. **Additionally, there is a minimum requirement of 48 hours per month that Fellows must fulfill to continue receiving the monthly living allowance.** This minimum monthly requirement underscores the ongoing commitment needed to achieve the ultimate goal of 450 hours, as the living allowance of \$7,000.00 is contingent upon successfully completing the required hours.

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Here's how you can navigate this situation and how additional service hours or a secondary site can work:

- A. **Primary Site Hours:** While it is strongly recommended to commit to at least 12 hours per week at your primary site, you potentially can work 10 hours per week if necessary, after consulting with College Corps staff and your primary site supervisor for approval. However, it's important to acknowledge that working 10 hours per week may pose challenges in meeting the 450-hour requirement, especially if you plan to take breaks during winter and spring. Please take note of the monthly minimum hours required. In such cases, you will need to anticipate and plan additional hours to make up the difference. For further guidance, refer to the Information Session slidedeck, specifically the "Milestone-Cumulative Hours" slide, to understand the cumulative threshold of hours that you should reach by the fall semester.
- B. **Secondary Site :** If you anticipate difficulty meeting the service hour requirement solely at your primary site, you can explore opportunities to serve at a secondary site. These secondary sites must meet specific criteria outlined in your Fellow Handbook and must align with the values and requirements of the College Corps program. Before engaging in secondary site service hours, you must seek approval from your College Corps program staff. They will review your request and ensure that the service aligns with program guidelines. You can serve at secondary sites in addition to your primary site, as long as the following conditions are met:
  - The secondary site is a nonpartisan organization/school in California.
  - Your service at the secondary site is unpaid.
  - The service meets the values and program requirements of the College Corps program.
  - Hours must align with allowable activities and cannot include prohibited activities.
  - You must still fulfill your hours commitment at your primary host site to be eligible for supplementary hours elsewhere.
  - Your hours at the secondary site cannot exceed the hours worked at your primary site per week.
  - If the secondary site is not a current College Corps host organization, they must become a Corps College campus partner (MOU in place, provided onboarding, orientation, and training) fellows should have a set schedule at the secondary site.
  - All hours completed at the secondary site are verified and approved by the Secondary Site Supervisor
  - **Approval Process:** Before engaging in supplemental service hours, you must seek approval from your College Corps program staff. They will review your request and ensure that the service opportunity aligns with program guidelines. Regular ongoing service opportunities require approval as well.
- C. **Additional Service Hours/Opportunities:**
  - Fellows may earn hours by participating in one-time opportunities at

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- alternative sites (example: one time community events, service projects, during school breaks)
- Hours must align with allowable activities and cannot include prohibited activities.
- All additional sites and site hours should be pre-approved by your CC program coordinator
- You will have access to one-time service opportunities organized by the College Corps program. These events offer additional ways to contribute to your community and accrue service hours. An example is the annual [STEM Frenzy Festival](#) and [Lakeview/OMI Toy Drive](#)

By carefully planning and coordinating your service commitments, you can ensure that you meet the 450-hour requirement while also gaining valuable experience at multiple service sites. It's essential to communicate with your program staff and adhere to program guidelines throughout the process.

**WHAT IF I AM ENGAGING IN ANOTHER INTERNSHIP AND/OR VOLUNTEERING AT ANOTHER NON-PROFIT ORGANIZATION OR K-12 PUBLIC SCHOOL CLASSROOM? CAN I USE THIS AS A SECONDARY SITE?**

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Yes, it's possible to use another internship or volunteering opportunity at a non-profit organization or K-12 public school classroom as a secondary site for service hours. Before proceeding, it's necessary to discuss your plans with the College Corps program staff for review and approval. They will assess whether your request meets program guidelines and can be counted towards your service hours. Communication with program staff is crucial to ensure compliance with program requirements and to receive proper credit for your service. See the above question 5A and answer.

**CAN I PARTICIPATE IN ONE-DAY SERVICE OPPORTUNITIES THAT ARE NOT ASSOCIATED WITH MY PRIMARY SERVICE SITE? CAN I ENGAGE IN THESE ONE-DAY OPPORTUNITIES BEYOND SF?**

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Yes, this may be possible. This would be considered “additional/supplemental” hours. See the above question 5A and answer. However, before proceeding, fellows must consult and obtain approval to ensure these one-day service opportunities align with and adhere to program guidelines. In the past, approved one-day shifts included a student working a shift with their local food bank in Oakland, even though their primary service site is in SF, where they tutor K-12 youth. It's important to note that opportunities outside the state of California will not be approved. For example, if a fellow plans to visit relatives in Las Vegas, NV, and intends to volunteer at a food bank during winter break session, these hours cannot be counted. Another scenario, if a fellow plans to go back home to San Diego, CA and intends to volunteer at a food bank during winter break session, yes this can be counted. S

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## WHAT IF I AM UNABLE MEET THE MINIMUM REQUIREMENT OF 48 HOURS PER MONTH?

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This minimum monthly requirement underscores the ongoing commitment needed to achieve the ultimate goal of 450 hours, as the living allowance of \$7,000.00 is contingent upon successfully completing the required hours. It is important that you communicate with your CC program coordinator so that we can provide support where needed. If a Fellow does not log a minimum of 48 hours per 4-week pay period (average 12 hours per week), their living allowance payment will be temporarily withheld until the Fellow is again meeting the minimum hours required.

## DO I HAVE TO WORK DURING WINTER SESSION AND SPRING BREAK?

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No. Both are optional. Fellows should refer back to the [“Milestones: Cumulative Hours” slide](#) for guidance as to where all Fellows should be by the end of the Fall semester and by spring break. This will help inform and guide you to plan out the rest of the year to reflect this period of time that you are missing. Winter session and spring break is a great time for students to makeup or “bank” service hours. If a Fellow chooses not to work in January 2025 (either at their primary host site and/or additional hours), the living allowance will be adjusted to reflect this.

## PROGRAMMING: TEAM CIRCLES + 1:1 CHECK-INS

### WHAT ARE TEAM CIRCLES?

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Team Circles are an integral part of our program, serving as a dedicated training component designed to support fellows in their service journey. These sessions, held every other week in person, provide a mandatory space for fellows to come together, share successes, strategize challenges, and engage in training aimed at enhancing their professional development skills. Led by a staff program coordinator who also serves as your College Corps staff adviser, Team Circles offers a structured environment for collaborative learning and growth. Additionally, we will feature guest speakers in some sessions to provide unique insights and perspectives. Attendance at Team Circles is a requirement of the program, ensuring that all fellows have the opportunity to benefit from the collective wisdom and support of their peers and mentors. Our goal is to equip Fellows with the tools and resources they need to thrive in their service roles and beyond.

### DO THE TEAM CIRCLES COUNT TOWARDS MY HOURS?

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Yes, Team CIRCLES time, Orientation, advising meetings, and training done with your host site will all count towards your 450 hours, although they are categorized as “Training Hours” rather than “Service Hours.” It's important to note that, of the 450 hours, up to 90 hours can be designated as training, but not exceeding this limit.

## CAN I GET COURSE CREDIT FOR THE TEAM CIRCLES SESSIONS?

For the AY 2024-25 (Cohort 3): Based on student feedback, we will not offer A U 500 College Corps Seminar course for Year 3 to receive academic credit. Please note, that although you are not receiving academic credit from the College Corps program, the Team CIRCLES attendance is mandatory, and these sessions will count as the training component of your 450-hour goal. Fellows seeking to earn academic credit can do so by contacting their department/program to identify relevant courses that can count this experiential learning experience towards their internship and/or service-learning requirement. Additionally, Fellows can view the available community-engaged courses by referring to the class schedule and using the "service learning" attribute to help identify courses that instructors would allow to use this experience to count toward the service learning/internship requirement of the course.

## WHAT IS THE TEAM CIRCLES ATTENDANCE POLICY?

Team Circles are a key part of the Fellow experience. **Attendance is a requirement.** We understand that there may be times where you will be absent due to instances, such as illness. Fellows will have up to 3 excused absences allowed per semester. For the first training circle session missed for an excused absence, we will send out an option for a Zoom makeup (depending on the session missed, example guest speaker). Makeups will not necessarily be available for future training CIRCLES. If you must miss a future training CIRCLES this will count as an absence and as a result, you will not be able to record that time in America Learns so will miss those training hours and you will have to make up with service hours. If a Fellow has more than three unexcused absences at their community host site and/or SF State College Corps programming and activities in a pay period, their living allowance payment for that pay period will be suspended.

## WHY ARE THE TEAM CIRCLES IN PERSON AND WHY ARE THEY BEING HELD ON FRIDAY MORNINGS?

An essential part of the program is cohort-based, and peer learning and the most impactful and effective way is in-person convenings. In the past, many fellows have stated that time together as a cohort was vital to their social and learning component of the program. These Team Circles are held bi-weekly (every other Friday) during the academic semester (6-8 times a semester). Again, these Team Circles count as training hours as part of the 450-hr requirement. Many majors/depts. do not offer Friday classes, and this is the one day that will work with many Fellow schedules (there will be 65 fellows for Cohort 3) this also allows time for Fellows to travel to community host partner sites if working a Friday shift. These hours will be counted towards the 450-hour goal. *\*Note: dates below are subject to change*

### 90 HOURS

FALL 2024	WHAT	TIME	LOCATION	HOURS
	ONBOARDING CHECKLIST			6

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	Host Organization Onboarding + Trainings			10
Aug. 23, 2024	Orientation + Launch;	9am – 3pm	Seven Hills, SF State campus	6
Week of Aug. 26th	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Sept. 6, 2024*	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Wk. of Sept. 9th	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Sept. 20, 2024*	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Wk. of Sept. 23rd	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Oct. 4, 2024*	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Week of Oct. 7th	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Oct. 18, 2024*	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Wk. of Oct. 21st	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Nov. 1, 2024*	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Wk. of Nov. 4th	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Nov. 15, 2024*	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Dec. 6, 2024	Fall Reflection	9:30 am – 11:30 am	TBD, SF State campus	2
Week of Dec. 9th	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
	Team CIRCLES project			14.5
			<b>TOTAL HOURS</b>	<b>53</b>

SPRING 2025	WHAT	TIME	LOCATION	HOURS
Jan. 27- Feb. 7	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Feb.14, 2025	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Week of Feb 17 (continues into Feb 24th)	1:1 with assigned CC Coordinator; review summer extension option and progress	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Feb. 28, 2025	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2

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Mar. 8, 2025	CV Mid-Year Workshop	8:30 am - 3:30 pm (final time - TBD)	SF State, Annex I	9
Week of March 10th (continues into March 17th)	1:1 with assigned CC Coordinator; review summer extension option and progress	Schedule time	Fellows choose: Zoom or in-person	30 MIN
Mar. 21, 2025	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Week of March 24th	Spring Break	NA	NA	0
April 4, 2025	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Week of April 7th (continues into April 13th)	1:1 with assigned CC Coordinator; review summer extension option and progress	Schedule time	Fellows choose: Zoom or in-person	30 MIN
April 18, 2025	Team CIRCLES	9:30 am – 11:30 am	HSS (room – TBD)	2
Week of April 21th (continues into April 28th)	1:1 with assigned CC Coordinator; review summer extension option and progress	Schedule time	Fellows choose: Zoom or in-person	30 MIN
May 2nd	End of year Celebration + Capstone Gallery	9 am – 1 pm	7 hills conference center	4
Week of May 5 (continues into May 12th)	1:1 with assigned CC Coordinator	Schedule time	Fellows choose: Zoom or in-person	30 MIN
May 16, 2025	Final team CIRCLE + close out	9:30 am – 11:30 am	TBD, SF State campus	2
	Team CIRCLES project			15
			<b>TOTAL HOURS</b>	<b>37</b>

## WHAT COUNTS AS TRAINING HOURS FOR COLLEGE CORPS?

Per regulation from the funders, up to 90 hours of your 450 hours is allotted in the form of training. You should expect to receive the following Training hours through College Corps:

HOURS	WHAT
0-12	Orientation, initial advising meeting, onboarding meetings/check-ins

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2	On-campus mid-year retreat and end of year
8	CV Far North/Bay Area Mid-Year Leadership Workshop
32	Bi-weekly Team CIRCLES
10	1: 1 check-ins/advising with you with your Coordinator, Senior Fellows, or College Corps staff
26	Misc. training hours for: <ul style="list-style-type: none"> <li>• circle-associated readings/support projects</li> <li>• hours for other statewide trainings/zoom panels/convenings.</li> <li>• hours of community host site-specific training or other related training</li> </ul>
90 hours total	90 hours is the maximum number of the 450 hours that can be training. It is possible to have fewer than 90 training hours if you supplement with more than 360 hours of service so that your total hours at the end of the program still amounts to 450).

### WHAT IS THE 1:1 BI-WEEKLY CHECK-INS POLICY?

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Scheduled bi-weekly check-ins with your assigned CC program coordinator is a requirement to provide Fellows with consistent and real-time support where needed. **Attendance is a requirement.** We understand that there may be times where you will be absent due to instances, such as illness. Fellows will have up to 3 excused absences allowed per semester. All 1:1 virtual (Zoom) sessions will occur with camera on. Additionally, out of professional courtesy, please provide ample time and notification, if you are unable to attend a scheduled check-in. If a Fellow has more than three unexcused absences at their community host site and/or SF State College Corps programming and activities in a pay period, their living allowance payment for that pay period will be suspended.

### LIVING ALLOWANCE + EDUCATION AWARD

#### WILL THE LIVING ALLOWANCE/STIPEND AFFECT MY FINANCIAL AID?

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Yes, the College Corps living stipend awards are coordinated with your financial aid offer per federal regulation. The total of your financial aid awards, including your outside awards, cannot exceed your [Cost of Attendance](#). The SF State Financial Aid office will reduce your need-based loans and work-study awards first to "make room" for the living stipend. This reduces and or eliminates the need for you to work and or borrow loans, meaning you will more than likely not be able to be a College Corps Fellow **and** work a Work Study job. (We would not recommend doing this anyway as it would be a lot of hours on top of your classes). You may have heard from Fellows who were in the first cohort (2022-2023) that their financial aid was not impacted by their College Corps award. That is because in cohort 1, College Corps had a special status as a Covid-era relief effort that allowed the awards to bypass any impact on

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financial aid. Because the federal government ended the Covid emergency, this is no longer an option. At SF State, we screen all applicants to ensure that you have room for the College Corps awards in your current aid package. Unless you have experienced a change in your package, you should have room for this program.

### HOW AND WHEN WILL I GET THE \$7,000 LIVING ALLOWANCE?

You will receive your living allowance\* each month throughout the service term after completing the minimum weekly hour requirement. It will go directly to you and bypass any fees owed to SF State. It will be up to you if you want to apply it to outstanding fees with the university. How you signed up (direct deposit, physical check) with the Financial Aid office, is how you will receive your monthly allowances. Additionally, your monthly allowance is paid at the beginning of the month for the previous month's service period. For example, for hours worked in September 2024, you will receive payment in Oct. 2024 ([refer to Info. Session slidedeck for more information and dates](#)). This is because your tracking timesheet within the online platform, America Learns, is on a 2-week timesheet period and because of this, program staff and community partners need time to verify and confirm your approved hours and time for processing. Additionally, fellows must submit their hours for review and approval in America Learns by the deadlines. **This is the only way we can verify and approve your hours and to release monthly living allowance payments.**

*\*The College Corps program is unique in that participants receive a living allowance, other AmeriCorps programs where participants are not full-time (1,770 hours required) - do not receive a living allowance. Eligible AB 540 Dreamer's compensation distribution may differ depending on eligibility.*

### WHAT IF I AM UNABLE MEET THE MINIMUM REQUIREMENT OF 48 HOURS PER MONTH? HOW MUCH AND WHEN WILL I GET PAID AGAIN?

This minimum monthly requirement underscores the ongoing commitment needed to achieve the ultimate goal of 450 hours, as the living allowance of \$7,000.00 is contingent upon successfully completing the required hours. It is important that you communicate with your CC program coordinator so that we can provide support where needed. If a Fellow does not log a minimum of 48 hours per 4-week pay period (average 12 hours per week), their living allowance payment will be temporarily withheld until the Fellow is again meeting the minimum hours required. We encourage you to reach out to your CC program coordinator so they can support you where needed. Once the minimum hours for that given month is reached, living allowance payments will resume and be adjusted accordingly.

To calculate the new payment, the following equation is :

New payment = \$7,000 – amount paid to date / New number of remaining payments

Payment frequency: monthly New payment: \_\_\_\_\_

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For example, in the scenario below, if October 2024 service hours are not met and November hours are met and the fellow is choosing not to work Jan. 2024 service month.

SAMPLE	FALL 2024					SPRING 2024					ACTUAL
	Aug-24	Sep-24	Oct-23	Nov-24	DEC. 2024	JAN. 2024 -	FEB 2024 -	MAR 2024 -	Apr-24	MAY 2024 -	
LIVING ALLOWANCE											
\$ 7,000.00	\$ 700.00	\$ 700.00	\$ -	\$ 933.00	\$ 933.00	\$ -	\$ 933.00	\$ 933.00	\$ 933.00	\$ 935.00	\$ 7,000.00

## WHAT DOES IT MEAN WHEN YOU SAY THAT FELLOWS ARE NEITHER VOLUNTEERS NOR EMPLOYEES?

The living allowance is a stipend provided to College Corps Fellows while they are in service. It is designated for personal expenses and is not considered a wage, calculated, or paid on an hourly basis. Fellows are enrolled for a specific term of service, which, in the case of College Corps, is 450 hours. Fellows are actively engaged in service, holding a unique role within a community or organization to address unmet needs. Eligible Corps Fellows receive a living allowance to support them during their term of service. Successful completion of the service term (450 hours) results in Fellows receiving an Educational Award.

*Distinction between College Corps Fellows and Volunteers:*

- Fellows have a formal contract with the program.
- Fellows are supervised both at their host site and by an assigned program coordinator.
- Fellows undergo extensive, program-specific training.
- Fellows commit to a specific term of service, committing to completing 450 hours between August and May.

This paid service fellowship offers participants professional development, networking opportunities, skills acquisition, and the chance to work with and for community host organizations. It is not considered a "volunteer opportunity," and students in the program are expected to fulfill all programmatic requirements and expectations. The aim is for students to recognize this experience as a real-world opportunity, not only to support the community but also to gain career-ready skills that can be showcased on their resumes and future career goals.

## HOW AND WHEN WILL I GET THE EDUCATION AWARD?

You are only eligible to receive the education award if you complete the full 450 hours of service by May 31, 2025. Fellows will be given the option to do summer extension and have until July 31, 2025 to complete 450 hours (for this option, Fellows must reach 300 hours by May 31st and know that this may

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impact their AY 25-26 FA package). Fellows will receive their education award and final close out letter BY August 2nd 2025. *Dates are subject to change.*

If you are a citizen or permanent resident of the U.S.: The \$3,000 Education Award will be disbursed to you in two ways: about half (\$1,043.65) will be disbursed to you the same way as the living allowance/stipend will have been awarded as a **CaliforniasForAll** (CFA) Education Award . You will receive the remaining (\$1,956.35) of the education award as **an AmeriCorps Segal AmeriCorps Award**. Through College Corps, you will have created an AmeriCorps account on My AmeriCorps. Once you complete 450 hours, and all exit processes are initiated, you will login to your *MyAmeriCorps* account (during onboarding students will be given instructions how to create) to access and use the award to pay allowable educational expenses or loans. You can hold the AmeriCorps award for up to 7 years.

DOMESTIC STUDENTS
<b>Status: U.S. Citizens &amp; Permanent Residents</b>
<ul style="list-style-type: none"><li>• Up to \$7,000.00 Living Allowance paid monthly throughout term of service</li><li>• \$3,000.00 (pre-tax) Ed. Award upon completion of 450 hours<ul style="list-style-type: none"><li>→ \$1,956.35 Segal Education Award</li><li>→ \$1,043.65 <i>CaliforniasForAll</i> (CFA) Education Award</li></ul></li></ul>
<b>Fellows can receive up to \$10,000.00 if all requirements are fulfilled</b>

If you are an AB-540 student, and are eligible for a [California Dream Act Service Incentive grant](#) your Education Award is coming from CSAC and the allocation schedule and process will be discussed more in detail with your assigned College Corps program staff/advisor.

AB 540 STUDENTS
<b>Status: AB 540 Students that qualify for Cal Grant B Education Award = DSIG</b>
<ul style="list-style-type: none"><li>• Up to \$5,500.00 Living Allowance paid monthly throughout term of service</li><li>• <u>\$4,500.00 Dreamers Service Incentive Grant (DSIG) from California Student Aid Commission upon completion of 450 hours</u></li></ul>
<b>Fellows can receive up to \$10,000.00 if all requirements are fulfilled</b>

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## ADDITIONAL PROGRAMMATIC QUESTIONS

### THIS IS AN AMERICORPS PROGRAM?

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Yes, this is an AmeriCorps program. A portion of the education award provided to participants is funded by the Segal AmeriCorps Education Award, which is administered by the U.S. federal government. Participation in College Corps counts as one service term within the AmeriCorps program. Students who are U.S. citizens and permanent residents need to create a *MyAmeriCorps* account, which will occur once they are officially confirmed in the program. Through the *MyAmeriCorps* account, fellows can access their Segal Education Award upon completion of their service term. It's worth noting that participating AB-540 students will not be required to enroll in *MyAmeriCorps*, as their education award is funded by the state of California.

### HOW DO I GET TO MY COMMUNITY PARTNER SITE?

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You have several options for reaching your community partner site, all of which are based in San Francisco. The proximity varies, with some sites within walking distance or less than a mile from campus, while others may require the use of public transportation. If you have access to a car, this could also be a viable option. **Please note that interested students should be prepared to commute to and from their assigned community host site, as well as attend in-person bi-weekly training circles on Friday mornings. Attendance is a requirement for this program.**

#### *Public Transportation*

Enrolled SF State students can utilize their SF State [OneCard](#) Gator Pass, which provides unlimited free [Muni](#) use and a 25% [BART](#) Discount for trips starting or ending at the Daly City stop.

#### *RideMatch and Zipcar Program*

Zipcars are conveniently located on campus in the Lot 20 garage on the street level (accessed by State Drive) and at University Park North on Winston Drive. Students, faculty, and staff can join the Zipcar program at a discounted rate; more details can be found at SF State [Zipcar Website](#).

The SF State 511 RideMatch service is an interactive, on-demand system that enables students, faculty, and staff to find carpools or bicycle partners based on their residential locations. Participants can specify whether they prefer connecting with only SF State affiliates or extending their search to a broader pool. Additional information is available at [RideMatch](#).

These options offer flexibility and convenience for commuting to your community partner site, enhancing your overall experience in the program.

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## TRAVEL SCENARIOS

*Q: If I travel to my host site and it takes me 1 hour round trip, can I log this travel time as service hours to and from my site in America Learns?*

A: No, per the state and federal government (California Volunteers) students cannot receive service hours for travel to and from and is unallowable. Students can only log hours that have been APPROVED by the SF State College Corps program.

## WHO AM I REPORTING TO? HOW DOES MY PRIMARY SITE AND COLLEGE CORPS PROGRAMMING CONNECT/ALIGN?

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You will directly report to your primary community host organization, where a designated supervisor will oversee your activities. While some sites may have multiple supervisors, you will always have a main point of contact responsible for approving your work and managing your weekly hours. Your site placement serves as the primary location for completing a minimum of 360 hours out of the 450-hour requirement (if the 90 hours of training is fulfilled). Training and task assignments will be provided by your site supervisor, and you will collaborate with them to establish your weekly schedule. Maintaining open communication with your site supervisor is crucial for discussing tasks, expectations, support, training, and addressing any potential scheduling conflicts, such as lateness, absence due to illness or vacation, etc. During the onboarding process, you will have the opportunity to review the organization's policies regarding logistics, including check-in procedures, lateness policies, absence notifications, preferred communication methods, etc.

Our program is committed to supporting community-based organizations in addressing critical issues such as climate change, environmental justice, food insecurity, and K-12 education, fostering more equitable communities. Despite resource constraints and staff juggling multiple roles, our partner organizations are dedicated to providing comprehensive supervision, mentorship, and training to support the professional development of our fellows. We seek fellows with a growth mindset, a willingness to learn and take initiative, and who are reliable and accountable. This unique opportunity allows fellows to gain firsthand insight into community-based organizations, make meaningful impacts, and contribute to social change while developing career-ready competencies.

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The College Corps program operates on a cohort-based model designed for frequent interactions with fellows. However, a crucial component of the program is your active participation. The value you derive from the program is directly linked to the effort you invest in it. We emphasize the importance of accountability and active engagement from students to ensure a meaningful and enriching experience, paving the way for future opportunities.

Additionally, the SF State College Corps staff will oversee the program's day-to-day operations. Each fellow will be assigned a staff member as their mentor/advisor. The program staff will maintain direct communication with your site supervisor throughout the program, providing them with the academic calendar and information about required training and meetings. This alignment ensures a coordinated and supportive experience at your primary site and within the College Corps program, facilitating your professional and personal growth throughout your fellowship.

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