

Step 3b

Due November 28, 2017

Center for Learning through Service
 Careers Building Room 314
 410-777-2366 Fax: 410-777-4057
servicelearning@aacc.edu

Service-Learning Hours Log & Evaluation of Performance

Student Information - Completed by Student

Student: <u>First name</u>			<u>MI</u>	<u>Last name</u>	Student ID # Required
Subject	Course number	Section number	Instructor name		Hours required

Sample Course

Subject	Course number	Section number	Instructor name	Hours required
ART	123	001	Joe Smith	00

Hours Log Entry - Completed by Student

Date of Service	Hours served	Date of Service	Hours served

TOTAL HOURS SERVED: _____

Evaluation of Performance - Completed by Site Supervisor

<u>Name of Community Partner</u> (as listed in the handbook)	
Site Supervisor's name (please print)	Service Site phone number
Supervisor's signature (required)	Date

E=Excellent G=Good S=Satisfactory P=Poor

Student's Performance Rating	E	G	S	P	Student's Performance Rating	E	G	S	P
Work Quality					Initiative				
Work Ethic					Courtesy				
Cooperation					Dependability				
Teamwork					Personal grooming				
Respect					Punctuality and attendance (Did the student call if late or absent?)				

Comments:

Return completed form to the student or fax to the Center for Learning through Service 410-777-4057.

ALL SECTIONS MUST BE COMPLETED