

Service-Learning Agreement

PLEASE RETURN THIS AGREEMENT TO YOUR COURSE INSTRUCTOR ONCE YOU HAVE AGREED UPON THE PROJECT OR SERVICE OPPORTUNITY WITH THE AGENCY, NO LATER THAN _____.

COURSE INFORMATION

Course Number & Name

Instructor's Name & Work E-Mail

Current Qtr & Yr

Min. Service Hrs

Course Outcomes & Objectives (as relevant to this Service-Learning opportunity)

STUDENT INFORMATION

First Name

Last Name

SID Number

Telephone

E-mail

I, the student participating in this program, agree to:

- Uphold the commitment of hours and service I establish in my partnership with the agency.
- Conduct myself in accordance with Bellevue College's Student Code of Conduct (<http://www.bellevuecollege.edu/policies/id-2050/>) at all times in interactions and communications with the agency and with those associated with the agency.
- Submit deliverables associated with this project by the given deadlines, to the best of my ability.

Student Signature

Date



AGENCY AND PROJECT INFORMATION

Agency Name

Supervisor/Contact Name

Address

City

State

Zip

Contact Telephone

Contact E-mail

Project/Service Objective

Activities, Responsibilities, and Deliverables of the Student and/or Team

This agency affirms that:

- It does not discriminate on the basis of race or ethnicity; color; national origin; sex; marital status; sexual orientation; age; religion or creed; genetic information; the presence of any sensory, mental, or physical disability; gender identity, or veteran status. Service-learning opportunities are educational programs of the College and are thus covered by Title IX of the Education Amendments of 1972, which prohibits any form of gender-based discrimination. (Please see <http://bellevuecollege.edu/titleix> for more details.)
- It will provide appropriate safety instructions and other pertinent information to the student.
- It takes responsibility for determining this student's eligibility to volunteer, which may include background verification, as needed.
- It acknowledges that this Serving-Learning opportunity, as part of an educational program, is thus subject to the Family Education Rights and Privacy Act (FERPA). The agency will maintain the confidentiality of any personally identifiable student education records (e.g. student performance evaluation) and shall not disclose these records to a third party without the written consent of the student unless otherwise authorized under an exemption from FERPA confidentiality. (Please see [34 C.F.R. § 99.31](#) and [Bellevue College Policy 2600 & 2600P.](#))
- It (check one)
 - Will provide workers' compensation coverage for all student volunteers (<http://www.lni.wa.gov/ClaimsIns/Insurance/Learn/Volunteers/StudentVolunteers.asp>) OR
 - Will ensure that its current liability insurance sufficiently covers potential volunteer medical expenses OR
 - Is a government agency within the State of Washington ORHas agreed on a volunteer role/project with the student that is mostly or entirely remote.

Agency Representative's Signature

Date



Last Updated: 1/23/18