Faculty Course Registration Form

Dear Faculty,

The Service-Learning program is excited to welcome you back. Please complete the course registration form below for each of your participating S-L classes this ______ (semester) by replying to this email or faxing to x5366 with the following information at your earliest convenience. This will allow our office to schedule S-L presentations for your class(es) as soon as possible, so that we can get your students off to a good start.

Faculty Name: ____________________

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<tr>
<th>Course Title</th>
<th>Course Number</th>
<th>Course Section</th>
<th>Days</th>
<th>Times</th>
<th>Rooms</th>
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Request dates for presentation(s) Is there anything you would like to change or add from previous presentation(s)?

____________________________________________________________________________

Would you like to change or add community partners?

____________________________________________________________________________

Amount of Service time required for your course? (Please be aware of the SL requirements):

____________________________________________________________________________

Type of Reflection, example: Journal, presentation, essay, organized discussion etc… (Pre-planning, mid, and post reflection required)

____________________________________________________________________________

Anything else we should know? Suggestions/ideas/thoughts, New Projects?

____________________________________________________________________________
Thank you for your time
You may return this form via e-mail: servicelearning@kbcc.cuny.edu
or fax (718) 368.5366
Attn: Mandy Fraley, Service-Learning Counselor

If you have any questions, please contact The Service-Learning Program at (718)368-5656