**HONR 390 (Service Learning)**

**FINAL SERVICE LEARNING REPORT**

In order to receive academic credit for HONR 390, students must submit a Final Service Learning Report. This report should be no less than 1000 words, and is due, in hard copy, on the last day of classes in the semester in which the student is enrolled.

The final report should be typed, double spaced, and contain these three sections (use these headings in your paper):

1. **Description.** Describe your main responsibilities and accomplishments during the service-learning experience. You may attach any relevant documentation, if you like. (200-300 words)
2. **Self-Assessment**. Provide a balanced self-assessment of your performance during the placement. In what areas do you feel you did an especially good job? In what areas do you feel there is room for improvement in your skills? What would have increased your effectiveness? Do you think you helped anyone? (200-300 words)
3. **Reflection.** This is the heart of your report. In this section, you should step back from the details of the work you did, and how well you did it, to think about who and what you served and what the experience meant to you. Identify, research and discuss the need that you were supposed to meet in your placement and why you think this need exists. Then, think about the extent to which your work met that need and describe the impact your placement and your service had on addressing it. Think about these questions: What did you learn about the field you worked in? What lessons or insights will you take away from the experience? What relevance do you think the experience had for your education, career choices and life goals? (500-600 words)

**Grading Policy:** The final grade (pass or fail) for HONR 390 will be determined by the course instructor, Dr. Jodi Kelber-Kaye, and will be based on her qualitative assessment of the student’s final report, and the student’s performance (provided by the supervisor’s final performance evaluation and the Shriver Center’s documentation of student performance). The course instructor may meet with the student, or consult with the placement supervisor or the Shriver Center, at any time.