

Community Research Service Learning
VPA 317S
Spring 2001 Semester

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SERVICE LEARNING PLACEMENT PROTOCOL:

The following guidelines will assist students in developing a connection and securing a service learning placement with a community organization. Participating community organizations are active partners with the University through the Reciprocal University for the Arts Project (RUAP).

Prior to meeting:

1. Call your agency and make an appointment to discuss your placement. Let them know that you are a student in the VPA program, working with the Reciprocal University (RUAP) project. Remind them that students from our class visited their agency.
2. Go to your placement meeting.
3. Fill out placement form. Be sure to keep one copy and give me a copy.

At your meeting:

1. Remind them that you are part of the service learning class, working with RUAP.
2. Let them know your skills and interests. Tell them why you wanted to do placement at their agency and what interested you about the work they do.
3. Let them know your schedule and availability.
4. Ask them what would be the best type of work for you in their agency given your skills and interests.
5. Find out and note who your direct supervisor will be.