**Practicum 096: Community Service & Learning**

**Registration Form**

*Please write legibly and complete ALL pages of this registration form. Contact the Service-Learning Program with any questions.*

**NAME** ___________________________  **GENDER** ___________________________

**UMBC EMAIL ADDRESS** ___________________________  **UMBC ID #** ___________________________

**MAJOR** ___________________________  **CELL NUMBER** ___________________________

**Class Standing (Circle):**  FRESHMAN  SOPHOMORE  JUNIOR  SENIOR  GRADUATE STUDENT

**SERVICE SITE PLACEMENT** ____________________________________________________________

**DAY(S) & TIME(S) ATTENDING SITE** ______________________________________________________

**HOW DID YOU HEAR ABOUT SERVICE-LEARNING?** __________________________________________

**GPA** _______  *If your GPA is below 2.5, please list a strategy that you will use this coming semester to ensure that you are able to balance your school requirements with your service commitment:__________________________________________________________*

**REGISTRATION INFORMATION**

- Are you already registered for another Service-Learning placement this semester?  **Y/N**  
  *If you answered YES, please let a Service-Learning Coordinator know this. You must complete a separate Practicum registration form for each service-learning placement.*

- Have you registered for a service-learning placement through the Shriver Center in the past?  **Y/N**
  - If yes, have you ever received an “Incomplete” grade for the 096 Practicum?  **Y/N**
  - If yes, have you ever received a “Fail” grade for 096 Prac?  **Y/N**

- Please initial to indicate that you **received the syllabus** for the 096 Community & Service-Learning Practicum.  ______

- By signing below, you give The Shriver Center permission to register you in the appropriate zero-credit Service-Learning Practicum that will provide a record of your participation in a University sanctioned experiential learning position. This enables The Shriver Center to evaluate your performance with a Pass/Fail grade indicating successful or unsuccessful completion of your placement and the requirements that accompany it.

  ___________________________  ___________________________
  **Signature**                  **Date**

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**For office use only:**

**Date:** ______________________  **Processed by:** ___________________________  **Entered into 096Prac/UMBCworks:** ____________

**Enroll in:**

<table>
<thead>
<tr>
<th>Practicum 96-01</th>
<th>Practicum 96-02</th>
<th>Practicum 96-03</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service-Learning</td>
<td>Service-Learning Leadership</td>
<td>Shriving Living Learning Center</td>
</tr>
</tbody>
</table>

**Blackboard section:**  1 ___________  2 ___________  3 ___________

**New placement:**  Yes / No  **Semester Packet:**  Given to student / sent to placement  **Materials received:** ______________

**CROSSCHECK:**  **Date:** ______________________  **Section:** ______________________  **Initial:** ______________________
Service-Learning Student Information

Participation in The Shriver Center’s Service-Learning Program is a privilege and our UMBC students provide a valuable service to under-served and vulnerable populations. The Service-Learning Program relies on student disclosure to ensure the safety and appropriate service placement of all registrations in Practicum 096: Community Service & Learning; some community partners may also elect to conduct a background check on volunteer placements, and these are completed at the discretion of the service site. All students seeking a Service-Learning placement are asked to provide responses to the following questions. A Service-Learning Coordinator will request a meeting with students who respond “Yes” to any of the following questions to individually discuss the circumstances and evaluate the appropriateness of a service placement on a case-by-case basis.

- Have you ever been convicted of, or pled guilty to, any criminal or military offense, excluding minor traffic violations?  
  □ Yes  □ No

- Have you ever incurred disciplinary action, been academically dismissed from, and/or declared ineligible to attend any previous educational institution?  
  □ Yes  □ No

- Are you currently under disciplinary suspension (whether in effect, imposed for a future time period, or held in abeyance) at UMBC or another educational institution?  
  □ Yes  □ No

If you answer “yes” to any of these questions, please attach a letter of explanation. Include in that letter your name and date(s) of incident(s) or circumstances that gave rise to your affirmative answer above.

Please read the following carefully before signing:

By submitting this Practicum 096 registration form, I certify that the information on this form is complete and correct. I also understand and agree to inform the Service-Learning Program if any of my responses to the above questions change during the time that I am serving with the Program this semester, or if I engage in, or am investigated for, conduct that would likely be deemed detrimental to the Shriver Center or my service placement. I consent to The Shriver center checking my disciplinary record with Student Judiciary Programs, if it is deemed necessary, in order to determine fitness for the Service-Learning Practicum or service placement. If the information contained on this form, or information I provide in-person or in a statement, is found to be incomplete and/or incorrect, I understand that this could impact my registration for the 096 Practicum and any subsequent grade I receive for it.

_________________________________________________________________________  _____________
Student Name (Please Print)                                        Date

_________________________________________________________________________  _____________
Student Signature                                            Date

Select student leaders in the Service-Learning Program are trained to administer all Practicum 096 registrations in a confidential manner and may have access to your registration form. If you would prefer to submit your form directly to a Service-Learning Coordinator, you are responsible for setting up a meeting (contact information is listed below) to discuss your registration for a service placement.

Please contact the UMBC-Shady Grove Shriver Center’s Service-Learning Program with any questions:

Ashley Waters  
Shriver Center at UMBC-Shady Grove  
avaters@umbc.edu  
301.738.6175

Please note that your Practicum 096 registration cannot be fully processed until this form and attached waiver have been submitted.
Service-Learning Information Wavier

Student Wavier

I have disclosed information to The Shriver Center’s Service-Learning Program regarding my criminal record or military offense(s), or student disciplinary action on my record, for the purpose of obtaining a service placement for the 096 Practicum. I understand and consent to The Shriver Center to disclose this information to the following community partner, with whom I am seeking a service placement. I acknowledge that this disclosure is consensual and guided by the Family Educational Rights and Privacy Act.

_________________________________________________   _______________________________
Student Signature       Date

Name of Service-Learning Community Partner

This community partner will evaluate my request for placement in their program, and the decision to be placed is at their discretion.

_________________________________________________   _______________________________
Student Name (Please Print)       Date

_________________________________________________   _______________________________
Student Signature       Date