



Mercy College Service Learning Project (SLP) Verification Form

Student Name: _____ Student ID #: _____

Community Partner/Service Recipient(s) Name and Contact: _____

Brief Summary of Proposed Project(s) with Three Objectives Listed:

Note to Community Partners:

To protect your agency and the student, the following guidelines are necessary:

- The service learning experience should be meaningful and connected to the student’s career goals. Therefore, activities like filing paperwork, cleaning, etc. are discouraged if there is no educational aspect to the project.
 - The supervisor cannot be a relative, but rather should be the agency’s equivalent of a Volunteer Coordinator.
 - Students may NOT:
 - Give injections as part of this project*
 - Assist in holding/restraining a child who is receiving an injection *
 - Dispense medications, particularly in a school setting*
 - Drive clients (due to automobile liability concerns)
- * Does not include BSN students.

PRIOR TO STUDENT SERVICE: Please **sign** below if you are a Community Partner (CP) leader/representative and are willing to serve as a supervisor for this project and follow the guidelines outlined above. Instructor approval of student project is required BEFORE commencing service.

CP Supervisor (if applicable): _____ Date: _____

Instructor Approval (required): _____ Date: _____

Date of Service	Description of Service Completed (add rows as necessary)	Hours (completed) e.g., 7-9 am
TOTAL HOURS:		APPROX # PEOPLE SERVED:

POST STUDENT SERVICE: **Students:** Please **sign** below to verify your actual Service Hours. By signing below, you certify that you have completed the service learning project as described on this form.
Community Partner (CP) Representative/Supervisor (if applicable), please sign below to verify this student’s service hours.
Instructor will sign after form is completed and submitted.

Student Signature: _____ Date: _____

CP Supervisor Signature (if applicable): _____ Date: _____

Instructor Signature: _____ Date: _____