

Service Learning Portfolio Checklist Education Department

The mission of AIIAS is to develop leaders who are of service to both the community and the Adventist Church. Because purely academic work does not always integrate leadership or service opportunities the Graduate School has included a Service Learning component as a graduation requirement for all students. The Service Learning component does not require registration or tuition fees, however, it must be completed, as any other course, before graduation requirements are considered met. The Service Learning requirement consists of **100 hours spent in community service**. More details can be accessed in the Academic Bulletin, under the Graduate School section. *Any service carried out for payment will NOT count for Service Learning hours. Preference is given to activities that will allow the student to implement theories, models, and strategies related to the field of study.*

Student: _____

Program Director: _____

To be filled out by the student:

Check the areas that apply to your target Service Learning Activities. It can be one or many.

<input type="checkbox"/> Teaching in a school	<input type="checkbox"/> Teaching in Sabbath school	<input type="checkbox"/> Leading out in adventurers/pathfinders
<input type="checkbox"/> Conducting training, seminar, or workshop	<input type="checkbox"/> Teaching in an informal setting; mentoring students/teachers	<input type="checkbox"/> Doing a community-based educational program/project
<input type="checkbox"/> Conducting literacy programs	<input type="checkbox"/> Conducting research, doing a conference presentation	<input type="checkbox"/> Conducting a week of prayer
<input type="checkbox"/> Others (specify)		

To be filled out by the Program Director:

NI: Needs Improvement

	Yes	NI	Comments
1. The activities were approved by the academic advisor before implementation.			
2. The report has well-formatted preliminary pages (title page, executive summary, acknowledgements, and table of contents)			
3. Integration of faith and learning is evident throughout the report.			
4. The report is presented in different categories (sections) based on different activities.			
5. Each category (section) includes the goals, rationale, supporting pictures, and a summary of the activities.			
6. Each section has a description of what was done and a discussion how the activities connected to educational theory, models, or strategies.			
7. Each section has 1-3 paragraphs of personal reflection of lessons learned.			
8. All the activities are related to the field of Education.			
9. Writing rules and mechanics are observed (grammar, punctuation, headings, structure, pages, etc.).			
10. The report ends with a general conclusion with personal reflection on the value of the experiences.			
11. The reference list has at least five entries.			
12. The report has appendices (including a signed Time Log Form).			

Academic Advisor's Signature: _____

Date: _____

Revised on June 27, 2021