

IHS Service Learning Contract

Due date of this form: _____ (*Complete this form in blue or black ink.*)

_____ agrees to supervise and evaluate _____
(Print name of Supervisor) (Print name of IHS Student)

in completing IHS Service Learning according to the expectations detailed in this contract:

Name/Description of Service Learning Site: _____

Student's description of his or her interests or skills that make this service placement appropriate: _____

Supervisor's Responsibilities:

- Be available to provide guidance and to answer student's questions
- Clearly define student's responsibilities
- Provide a positive and safe work / learning environment
- Give student feedback on his or her performance by completing the IHS evaluation form

Student's Responsibilities:

- Arrive on time and appropriately dressed
- Be honest, respectful, and cooperative
- Work hard
- Communicate with the supervisor regarding problems you may have
- Provide evaluation forms in a timely manner before due dates for Supervisor's completion

Supervisor's description of planned service activities: _____

Student's Signature _____ Date: _____

Supervisor's Signature _____ Date: _____

Supervisor's phone # _____

Supervisor's e-mail address (please print) _____

IHS Project Advisor's Signature of Approval _____ Date _____
(to be obtained **before** service learning begins, excepting service completing during the summer)

Students must report service learning accurately and honestly. Any student who misrepresents hours, duties, signatures, or service sites will forfeit course credit and any honor or award pertaining to community service, including the IHS Diploma.

*Note to the student: you need one of these forms for EVERY service site.
More of these forms are available in the IHS office.*