Community Engagement & Leadership (CEL) Certificate Program
Liberal Arts “CEL” Course Application Form

*All fields below are required and please be sure also attach your proposed syllabus to this form (see also the “Faculty Syllabus Design Guide” for additional guidance).

Request for approval for the following course:

Course Prefix and Number:  Click or tap here to enter text.
Course Title:  Click or tap here to enter text.
Undergraduate or Graduate Level:  Click or tap here to enter text.
Department:  Click or tap here to enter text.

Rational for including the course as a “CEL” (Community Engagement & Leadership) course for the Community Engagement & Leadership Certificate Program:

Click or tap here to enter text.

The course being proposed as a Liberal Arts “CEL” (Community Engagement & Leadership) course for the Community Engagement & Leadership Certificate Program must fulfill the following requirements. Please describe how the proposed course meets each requirement and attach a copy of the syllabus for the course.

1. The course must either require 20 to 60 engagement hours, result in a deliverable that will be made available to the community, or both. Please describe the service hours and/or deliverables that will be a graded component of this course.
   Click or tap here to enter text.

2. What percentage of time will the above engagement hours and deliverables comprise for this course?
   Click or tap here to enter text.

3. What percentage of the final grade will the above service hours and deliverables comprise for this course (20% minimum to 80% maximum recommended)?
   Click or tap here to enter text.

4. How will these elements be assessed?
   Click or tap here to enter text.

5. What is the opt-out requirement for students experiencing extenuating circumstances?
   Click or tap here to enter text.

6. How will the service hours and deliverables contribute to the overall Learning Objectives as stated in the syllabus?
   Click or tap here to enter text.

7. Who is your Community Partner for this course? If this is yet to be determined, what is the planned process for identifying a Community Partner?
   Click or tap here to enter text.

8. How many faculty members within your departments are able and willing to teach this course in this format?
   Click or tap here to enter text.