The following is a customizable form for course information a faculty member might give to potential community partners. CBL is most effective when faculty members and community partners clearly understand each other’s goals and expectations. Consider sharing information like this with your community partners before the semester begins.

Our Philosophy on Community-Based Learning: Community-based learning connects University of Richmond students to the greater Richmond community as a way to both enhance student learning through experiential opportunities as well as benefit the Richmond community as the students use their time, energy and knowledge to support community efforts.

Thank you for considering a partnership with my course. Below is some information that I hope may be helpful:

Instructor Name:

Instructor Contact Information:

Course Title:

Course Description:

Student Learning Objectives:

Department:

Day and time of class meetings:

Semester beginning and end dates:

Number of students:
Special timing considerations:

Learning goals related most closely to the community experience:

Graded components of the course related to the community experience:

What Your Organization Will Gain:

• Expanded program and administrative capacity for a set number of hours
• Enthusiastic volunteers
• Academic context from student volunteers who will make connections between your organization and broader issues in healthcare
• Volunteers who may return long-term or as summer interns

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