



**Special Add Form: EL 94a
(Two-Credit Experiential Learning Practicum Course)**

Special Notes & Instructions:

- Students must return completed form in person to the Office of the University Registrar (Kutz Hall, Room 121) prior to the add deadline at the start of the semester.
- Should the student drop the associated base class during the course of the semester, this EL94a will also be dropped from the student record, in accordance with the published drop deadlines reflected in the Academic Calendar.
- International Students must obtain signature from an ISSO Advisor (see note on page 2).

Name (last, first): _____ ID: 2 _____

Email: _____ Phone: _____

Semester (select one): Fall 20_____ Spring 20_____ Associated four-credit base class: _____

Instructor: _____ Department: _____

Associated four-credit base class: _____

1) Experiential Learning/Community-Engaged Learning Project Description

Describe the project in the space below or on an attached sheet. Include required number of hours per week, goals, ways to achieve goals, and key indicators of success:

2) Training and Supervision

Describe the type and frequency of training and supervision to be given to the student and/or the group by the course instructor and/or others:

3) Reflection assignments and/or oral presentations

Describe required reflection assignments and/or oral presentations, and grading criteria (quality of written reports/journals/papers, quality of oral presentations, etc.)

Student's Signature

Date

Faculty Sponsor:

Name

Signature

Date

Other (If required by your department): Name

Signature

Date

International Students Only:

International students interested in enrolling in an **EL** course should first be in contact with the International Students and Scholars Office (ISSO) to determine what employment authorization may be necessary for the course based on the student's visa status. It is important to consult the ISSO as you are considering enrolling in the course so any appropriate authorization can be completed BEFORE beginning the **EL** course. Please feel free to contact the ISSO by phone (6-3480) to set up a meeting with an ISSO Advisor.

International students must obtain the signature of an ISSO advisor below before enrolling in EL94a.

This area to be completed by an ISSO Advisor

CPT Required

ISSO Advisor

Signature

Date