

CENTRE COLLEGE  
600 West Walnut Street  
Danville, KY 40422  
(859) 238 5298

### **Letter of Understanding for Community-Based Learning**

Dear Agency / Organization Supervisor,

On behalf of Community-Based Learning at Centre College, we would like to thank you for entering into a partnership with us to provide richer educational opportunities for our students. By accepting and supervising our community-based learners, you are helping these students connect classroom theory with real-life experience and to develop a sense of civic responsibility. It is also our hope that student involvement in your agency/organization will enhance your capacity to meet our community's needs and further the health and general well-being of all members of Danville-Boyle County and the surrounding area.

As an agency supervising Centre College students involved in a community-based learning (CBL) experience, you will ensure that these students are provided with the following:

- ✓ A task that is worthwhile and challenging, in order to strengthen student's critical thinking.
- ✓ Orientation and supervision as needed.
- ✓ A single point of contact to work with the student(s) during their service.
- ✓ A safe and appropriate working environment.
- ✓ An evaluation of the student's service.

In return, involved faculty and the Community-Based Learning Coordinator at Centre College will ensure that your agency is provided with the following:

- ✓ Assistance in developing a clear description of the assigned CBL project to include identification of appropriate tasks and learning objectives.
- ✓ Orientation for agency supervisors to include the goals of the CBL project
- ✓ Ongoing support and monitoring of student activities to ensure that the CBL experience is beneficial for everyone and that students meet expectations, honor commitments, and interact appropriately with everyone involved in the CBL project. The service site may terminate student service at any time, for good cause.

Your signature below demonstrates your understanding and agreement with the above listed provisions. We welcome you as a partner in education with Centre College, and thank you for all of the good work you do for both our students and the broader community.

**Letter of Understanding for Community-Based Learning, cont'd.**

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Agency Name

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Agency Contact (printed name)

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Agency Contact (signature)

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Date

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Faculty Member (printed name)

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Faculty Member (signature)

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Date

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Community-Based Learning Coord. (printed name)

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Community-Based Learning Coord. (signature)

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Date