

*“Start by doing what’s necessary;  
then do what’s possible;  
and suddenly you are doing the impossible.”*  
-Francis of Assisi

### Course Outline:

This course will provide students with the experience of service at various agencies within the community. The aim of the course is to concretize the concept of service to others as highlighted in the U.S. Bishops' Pastoral "To Teach as Jesus Did." Through service and academic learning, this course will create an opportunity to recognize, explore and thus understand the dignity and worth of all human beings. You will learn to play an active role in the community and hopefully as a result, grow in compassion and empathy, living out the teachings of St. Francis.

**Text:** Course content will consist of handouts and web readings along with one longer assigned reading in the third quarter. More information regarding the third quarter text will be made available in the second quarter.

### Procedure:

- Class meets once a cycle on Day 4. Attendance is mandatory.
- You are expected to perform direct-service on a weekly basis.
- You are evaluated quarterly by the supervisor of your service site. That evaluation, in conjunction with completed service hours, represents 50% of your quarterly grade.
- All service hours are to be logged using the Service Hours Log Sheet available on the course website.
- Each class day you will be responsible for an up-to-date signed log sheet.
- An average of tests/quizzes, projects, written reflections and class participation will represent the remaining portion of your quarterly grade. All work will be graded on the basis of quality, depth of analysis and creativity.
- There will be a cumulative final exam at the end of the course which is mandatory for all students.
- Quarterly grades will be:  
50%: Completion of service requirement at community agency and supervisor evaluation  
40%: Completion of weekly service logs, homework assignments, written reflections, projects and exams  
10%: Classroom Participation

Written assignments must be typed (times new roman, 12 pt, double spaced with 1" margins.) and handed in on time. Any late work will accepted before the next class at a maximum 85% credit, late assignments that are handed in after the following day 4 will be accepted at a maximum 75% credit.

- Any assignments submitted electronically must be received by midnight on the due date regardless of absence.
- If you are absent, it is your responsibility to submit non-electronic assignments on the day you return.
- Any test quiz or assignment missed during your absence must be scheduled upon your return to school and made up within a reasonable timeframe.
- A grade of zero will be logged for any missed work and will remain until the time that that work has been made up.
- Cheating or plagiarism on any level will not be tolerated and is grounds for immediate failure, honor code violation and/or disciplinary action. This includes all information presented on quarterly log sheets and evaluations.

#### Class Participation:

- All classroom interactions will be governed by RESPECT for the teacher, your fellow students and the subject matter.
- I will be available before and after class each day and in the Campus Ministry office if you have any questions.
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Print Name: \_\_\_\_\_ Class Period: \_\_\_\_\_

Student signature \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_