



Elmhurst College Integrated Curriculum – Experiential Learning Non-Course-Based Experiential Learning Approval Packet – STUDENT

The Experiential Learning requirements of the General Education Curriculum are designed to engage students in meaningful experiences outside of the College classroom through which classroom learning can be applied. There are a variety of ways for a student to fulfill the experiential learning requirement (see College catalog), including academic credited internships, offered through Career Experiences Advising. This application packet applies to those Professional Career Experiences with a reflective component that have been pre-approved by the Career Experiences Advising Committee as meeting the Experiential Learning requirement. These activities meet the following criteria:

1. Minimum of **45 hours** a semester spent at an off-campus work site.
2. A formal reflective component. (See Section D of document for reflective paper guidelines)

Off-campus course requirements allow for flexible scheduling; **students cannot be required to miss classes to complete off-campus requirements.**

Students interested in experiential learning in a work setting must submit a completed EXP-250: Experiential Learning Application Packet and seek official approval of their proposed experience through India Worthem, Career Experience Coordinator.

The completed application packet should be submitted to the A.C. Buehler Library in the lower level in the Weigand Center for Professional Excellence or via e-mail to India Worthem at india.worthem@elmhurst.edu at least 3 weeks prior to the start of the experience.

Upon successful completion of the experience, the student's transcript will reflect the completion of the experiential learning requirement.

**Elmhurst College Integrated Curriculum
Experience Approval Packet – STUDENT**

SECTION A (TO BE COMPLETED AT LEAST 3 WEEKS PRIOR TO EXPERIENCE)

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Last Name

First Name

M.I.

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College ID#

Email Address

Phone Number

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Expected Grad

Major 1

Major 2

Minor 1

Minor 2

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Experiential Learning Activity

Anticipated start date

Anticipated end date

Faculty Advisor

Please include work site information below:

Site Name:

Address:

Phone:

Website:

Site Supervisor Name and Title

E-mail:

Direct phone:

Describe the experiential learning activity for which you are seeking approval.

State and explain the learning outcomes you would like to address during this experience (see B):

Explain in detail the activities you will be undertaking in this experience (the off-campus activity must total at least **45** additional hours). How will these activities assist you in reaching the goals above?

Explain how your previous academic learning will be used/applied in this experience:

Student Signature: _____ Date: _____

For Administrative Use Approved by: _____ Date: _____
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SECTION B (TO BE COMPLETED PRIOR TO EXPERIENCE)

The following outcomes are potential components of meaningful experiential learning. Read the description of the outcomes and indicate which three you will address during the experience.

Check if applies	Student Outcomes	Description of Outcomes
	Cognitive complexity	Critical thinking, reflective thinking, effective reasoning, intellectual flexibility, emotion/cognition integration, identity/cognition integration
	Knowledge acquisition, integration and application	Understanding knowledge in a range of disciplines (acquisition); connecting knowledge to other knowledge, ideas, and experiences (integration); relate knowledge to daily life (application); pursuit of lifelong learning; career decidedness; technological competence
	Humanitarianism	Understanding and appreciation of human differences; cultural competency; social responsibility
	Civic engagement	Sense of civic responsibility; commitment to public life through communities of practice; engage in principled dissent; effective in leadership
	Interpersonal and intrapersonal competence	Realistic self-appraisal and self-understanding; personal attributes such as identity, self-esteem, confidence, ethics and integrity, spiritual awareness, personal goal setting; meaningful relationships; interdependence; collaboration; ability to work with people different from self
	Practical competence	Effective communication; capacity to manage one's affairs; economic self-sufficiency and vocational competence; maintain health and wellness; prioritize leisure pursuits; living a purposeful and satisfying life

SECTION C (TO BE COMPLETED THROUGHOUT AND SUBMITTED AFTER EXPERIENCE – AT LEAST 45 OFF-CAMPUS HOURS REQUIRED)

Date	Time In	Time Out	Hours	Supervisor Initials

Note: Attach additional sheets as needed.

Student Name (printed)

Student Signature

Date

Site Contact Name (printed)

Site Contact Signature

Date

For Administrative Use
Approved by: _____ Date: _____

SECTION D (TO BE COMPLETED AFTER EXPERIENCE)

Reflection Paper Guidelines

At the conclusion of your experiential learning project, you will submit a 6 page reflective paper or a 2-3 page paper with a work sample of your completed work project. The purpose of this paper is to connect your experience to the stated learning outcomes and to create a written record of your experience and learning.

The reflective paper should include:

- A description of the learning experience, which explains what you did and how your previous academic learning was reinforced or challenged during the experience.
- The building of connections between your learning experience and the student learning outcomes.
- An explanation of how the goals you developed for this experience were accomplished. If they were not, explain why.