



THE UNIVERSITY *of*
NEW ORLEANS

SERVICE-LEARNING Site Assessment Form

Faculty are required to submit a Site Assessment Form at least **two weeks prior** to course start date.
Any Service Learning course without a Site Assessment Form on file will be removed from the current schedule.

Semester, Year	
Subject, Course Number:	
Course Title:	
Instructor:	

Organization Name:			
Contact Person, Title:			
Address:			
Phone:		Email:	
Website:			

Organization Type:	
Organization's Areas of Focus:	

Organization Mission:	
-----------------------	--

Project Description
and Goals:

Professional Expectations (i.e. work expected of students relevant to project and service learning goals):

--	--

During my site assessment, I have...	Yes	No
Confirmed the safety of the work site.		
Learned the process for getting students the appropriate level of access for the building.		
Discussed and identified the appropriate method and person for tracking student work hours.		
Learned if UNO affiliates are allowed to take photos and or videos on site.		
Shared my contact information with the appropriate people on site.		

Partner Signature:		Date:	
UNO Signature:		Date:	

Upon completion, save a copy for your records then submit to Ryan Bell at rabell@uno.edu or via interoffice mail.