**Hart Hall Global Living & Learning Center**

**IST 190/390 Community Service Requirements and Guidelines**

**Fall 2015**

**Requirements:**You must complete 10 hours of community service to fulfill the Hart Hall IST requirements.

* Minimum of 5 out of the 10 hours **DUE: Sunday, October 11, 2015 at 11:59PM**
* The remaining hours (for a total of 10 hours) **DUE: Sunday, November 22,2015 at 11:59PM**
* All of your hours must be logged using a Community Service Log. These logs should be filled in completely and have the signature and contact information of your project supervisor. You can pick up a Community Service Log at the front desk.
* Completed Community Service Logs must be handed in at the front desk before each deadline. Your grading GRM will collect your Community Service Log. You should submit only one Community Service Log per deadline.
* Community Service hours must be completed within the semester you are being graded for, ie: Opening Weekend in August through the Fall Deadline, and Opening Weekend in January through the Spring Deadline. No service hours can be completed over Winter break.
* **ALL hours must be approved by the Hart Hall Residence Hall Director/IST Director prior to completing your community service**.  Unapproved hours may not be accepted upon submitting your Community Service Log. When in doubt, check with your Hall Director/IST Director prior to participating in an activity.
* Failure to complete community service hours by the midterm deadline will result in doubling the number of hours you have not completed. These will be due by the final deadline (see below). **You will also fail the IST course.**
* Failure to complete community service hours by the deadline will result in failure of the IST Course as well as relocation from Hart Hall. You will not be able to return to Hart for a semester.

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| **COMMUNITY SERVICE** | | | |
| By the midterm deadline, | They will then | equaling this many hours | Total |
| If a student only completes | have to complete | by the final deadline | hours |
| 1 HOUR | 8 MORE HOURS | 13 HOURS | 14 |
| 2 HOURS | 6 MORE HOURS | 11 HOURS | 13 |
| 3 HOURS | 4 MORE HOURS | 9 HOURS | 12 |
| 4 HOURS | 2 MORE HOURS | 7 HOURS | 11 |

The goal of the Community Service requirements in Hart Hall Global Living & Learning Center is to connect residents to the campus and community and make an impact here. This means you should seek opportunities in Hart Hall, on SUNY Oswego’s campus, in the town/city of Oswego or in Oswego County. There may be exceptions to this. **Please seek approval prior to participating in these activities.**

**Community Service Opportunities**

It is advised that you educate yourself EARLY in the semester on the numerous opportunities for community service. It’s up to you to find opportunities for meaningful experiences by making an educated choice on the places you choose to volunteer your time.

* Check out the online database, *Laker Leads,* at the Compass, 145 Campus Center, for a list of service opportunities:

<http://www.oswego.edu/academics/opportunities/service/community_service/>.

* Visit the Office of Community Service & Service Learning at 145 Campus Center or get on their listserv by emailing [service@oswego.edu](mailto:service@oswego.edu).
* There is a Hall Council Community Service Chair as well as a GRM Community Service Liaison ready and willing to assist you with finding community service opportunities. Look for their bulletin board by the 1st floor elevators.
* Connect with your GRM, Residence Hall Director or IST Director ASAP if you have questions or concerns about finding a placement that is a good fit for you!

Because your community service requirements are part of the IST 190/390 academic course, you are expected to adhere to all college policies regarding academic integrity. Failure to adhere to these standards (eg, cheating, falsifying records) may result in judicial action.

* + The College Student Handbook can be found online at: <http://www.oswego.edu/Documents/student_handbook/pdf/p9-30%20Code.pdf>