

Registration Form for Practicum 121: Center for Democracy and Civic Life

Please complete ALL pages of this registration form. Center for Democracy and Civic Life with any questions.

NAME _____ GENDER and/or PRONOUNS _____

UMBC EMAIL ADDRESS _____ UMBC ID # _____

MAJOR _____ CELL NUMBER _____

Class Standing (Circle): FRESHMAN SOPHOMORE JUNIOR SENIOR GRADUATE STUDENT

SERVICE SITE PLACEMENT _____

DAY(S) & TIME(S) ATTENDING SITE _____

HOW DID YOU HEAR ABOUT SERVICE-LEARNING? _____

GPA _____ If your GPA is below 2.5, please list a strategy that you will use this coming semester to ensure that you are able to balance your school requirements with your service commitment: _____

Are you 18 years old or over? _____

→ Will registering for this course give you more than 19.5 credits for the semester? Yes No

PROGRAM PARTICIPATION If you are in one or more programs, please List:

REGISTRATION INFORMATION

- You must complete a separate Practicum registration form for **Center for Democracy and Civic Life**. Are you already registered for another Service-Learning placement this semester? If you answered "yes" (or are not sure), *list site*
- Have you registered for a **Center for Democracy and Civic Life** through the Shriver Center in the past?
 - If "yes," do you currently have an "Incomplete" grade for the 121 Practicum?
 - Have you ever received a "Fail" grade for 121 Prac? If so, go to bottom of page 3 (Student Waiver) and describe
- Please initial to indicate that you **received the syllabus** for the 121 **Center for Democracy and Civic Life**. _____
- By signing below, you give The Shriver Center permission to register you in the appropriate zero-credit Service-Learning Practicum that will provide a record of your participation in a University sanctioned experiential learning position. This enables The Shriver Center to evaluate your performance with a Pass/Fail grade indicating successful or unsuccessful completion of your placement and the requirements that accompany it.

Signature

Date

Center for Democracy and Civic Life

Participation in **Center for Democracy and Civic Life** is a privilege and our UMBC students provide a valuable service to under-served and vulnerable populations. **Center for Democracy and Civic Life** relies on student disclosure to ensure the safety and appropriate service placement of all registrations in Practicum 121: **Center for Democracy and Civic Life**; some community partners may also elect to conduct a background check on volunteer placements, and these are completed at the discretion of the service site. All students seeking a **Center for Democracy and Civic Life** are asked to provide responses to the following questions. A **Center for Democracy and Civic Life** Coordinator will request a meeting with students who respond “Yes” to any of the following questions to individually discuss the circumstances and evaluate the appropriateness of a service placement on a case-by-case basis.

- Have you ever been convicted of, or pled guilty to, any criminal or military offense, **excluding** minor traffic violations?
 Yes No
- Have you ever incurred disciplinary action, been academically dismissed from, and/or declared ineligible to attend any previous educational institution?
 Yes No
- Are you currently under disciplinary suspension (whether in effect, imposed for a future time period, or held in abeyance) at UMBC or another educational institution?
 Yes No

If you answer “yes” to any of these questions, please attach a letter of explanation. Include in that letter your name and date(s) of incident(s) or circumstances that gave rise to your affirmative answer above.

Please read the following carefully before signing:

By submitting this Practicum 121 registration form, I certify that the information on this form is complete and correct. I also understand and agree to inform **Center for Democracy and Civic Life** if any of my responses to the above questions change during the time that I am serving with the Program this semester, or if I engage in, or am investigated for, conduct that would likely be deemed detrimental to the of the Shriver Center or my service placement. I consent to The Shriver center checking my disciplinary record with Student Judiciary Programs, if it is deemed necessary, in order to determine fitness for the Service-Learning Practicum or service placement. If the information contained on this form, or information I provide in-person or in a statement, is found to be incomplete and/or incorrect, I understand that this could impact my registration for the 121 Practicum and any subsequent grade I receive for it.

Student Name (Please Print)

Date

Student Signature

Date

Select student leaders in the Service-Learning Program are trained to administer all Practicum 121 registrations in a confidential manner and may have access to your registration form. If you would prefer to submit your form directly to a Service-Learning Coordinator, you are responsible for setting up a meeting (contact information is listed below) to discuss your registration for a service placement.

Please contact the Shriver Center’s Service-Learning Program with any questions:

Eloise Grose
Associate Director
Applied Learning & Community Engagement
elgrose1@umbc.edu
410.455.2493

THE SHRIVER CENTER at UMBC
SERVICE-LEARNING PROGRAM
1000 Hilltop Circle
Baltimore, MD 21250
Phone: 410.455.2493
Fax: 410.455.1074
<http://shrivercenter.umbc.edu>

**Center for Democracy and Civic Life
Student Waiver**

I have disclosed information to The Shriver Center's **Center for Democracy and Civic Life** regarding my criminal record or military offense(s), or student disciplinary action on my record, for the purpose of obtaining a service placement for the 121 Practicum. I understand and consent to The Shriver Center's disclosure of this information to the following community partner, with whom I am seeking a service placement. I acknowledge that this disclosure is consensual and guided by the Family Educational Rights and Privacy Act.

I have no information to disclose regarding a criminal record, military offense(s) or disciplinary action on my student record, for the purpose of obtaining a service placement for the 121 Practicum. I understand and consent to The Shriver Center's disclosure of this information to the following community partner, with whom I am seeing a service placement. I acknowledge that is disclosure is consensual and guided by the Family Educational Rights and Privacy Act.

Name of Service Site

This community partner will evaluate my request for placement in their program, and the decision to be placed is at their discretion.

Student Name (Please Print)

Date

Student Signature

Date

If you need to include an explanation for 121 Prac "Fail," please provide it in the space below: