FACULTY: STUDENT SCHEDULE OF EVENTS

IMPORTANT DATES FOR CASE STUDENTS: SPRING 2009

January 20  Classes Begin; CASE Staff Visits to Classes

January 27  Last day for students to ADD CASE Service Placement component
Make sure that you have registered for the correct one-credit Service Placement course

Jan 31/Feb 5  Students attend mandatory Student Orientation

February 13  CASE Contract Due to the Career Development Center
It is your responsibility to return your completed Service Learning Contract to the CDC (Hill 309) to receive credit

***No Contract at CDC = No Valid Placement***

February 9-20  Students must begin work at Service Placement Site
Be mindful of all semester deadlines when planning your schedule

Week of Feb 20  Students without a placement will be referred to sponsoring professor
(Meeting may be required)

Week of March 13  Warning Notices are sent out

March 16-22  Spring Break (No Classes)
It is your decision whether or not to do CASE work over Spring Break, but either way it is your responsibility to discuss this with your supervisor(s)

March 22  50% (20 hours) of CASE Service must be completed

Late Mar/Early Apr  Class discussions on individual CASE experiences

April 14  75% (30 hours) of CASE Service must be completed

April 26  90% (36 hours) of CASE Service must be completed

May 11  100% (40 hours) of CASE Service must be completed
Final validated timesheets are due to the Career Development Center. NO EXCEPTIONS!!!

You must have completed a combined minimum of 40 hours of volunteer service and special projects, and you must turn in a signed timesheet to the Career Development Center in order to avoid a grade of NC, NG, TF, or TZ