

IMPORTANT DATES FOR CASE STUDENTS: FALL 2009

September 1	Classes Begin; CASE Staff Visits to Classes
September 7	Labor Day, University Closed
September 9	Last day for students to ADD CASE Service Placement component
September 10/12	Students attend mandatory Student Orientation
October 16	CASE Contract Due to the Career Development Center <i>It is <u>your</u> responsibility to return your completed Service Learning Contract to the CDC (Hill 309) to receive credit</i> <i>***No Contract at CDC = No Valid Placement***</i> <i>***Be mindful of all deadlines when planning your schedule***</i>
Week of October 19	Students without placements are referred to professors <i>Warning Notices are sent out</i>
October 30	50% (20 hours) of CASE Service must be completed
Mid-November	Class discussions on individual CASE experiences (Actual date TBD)
November 25	75% (30 hours) of CASE Service must be completed
November 25-29	Thanksgiving Break, University Closed. If your placement site is: <i><u>OFF CAMPUS</u>—It is your decision whether or not to do CASE work over Thanksgiving weekend, but either way it is <u>your</u> responsibility to discuss this with your CASE supervisor(s)</i> <i><u>ON CAMPUS</u>—No volunteering this weekend. Review your hours and make sure you are on track to finish in December</i>
December 4	90% (36 hours) of CASE Service must be completed
December 11	100% (40 hours) of CASE Service must be completed <i>Final validated timesheets are due to the Career Development Center. NO EXCEPTIONS!!!</i> <i>Students must have completed a minimum of 40 hours of CASE service <u>and</u> turn in a signed timesheet to the Career Development Center in order to avoid a grade of NC, NG, TF, or TZ</i>