

UAA Center for Community Engagement & Learning

**Community Engaged Student Assistant (CESA)
Tuition Credit Waiver Opportunity**

**A Program for UAA Graduate and Undergraduate Students
attending the Anchorage Campus to
Support Faculty in their Community Engaged Learning and Research**

Announcement and Description

For Spring 2010, the Center for Community Engagement & Learning requests applications for students who will work in support of faculty led, community engaged teaching and research to be awarded tuition credit waivers.

The CESAs assist faculty in community engaged projects, community partnership development, and student leadership in community engagement. All activities should emphasize the importance of integrating community engaged experiences, disciplinary learning outcomes, or research and creative activity goals. Activities supporting the students' tuition waiver should provide valuable support for all three constituencies in community-based projects: faculty, community partners, and students. The number of credit waiver hours requested is at the discretion of the faculty member.

CESA activities should help students develop their own commitment to social justice and community engagement on campus and in the community.

Community Engaged Learning Assistants support students, faculty, and community partners in four key areas:

1. developing community partnerships with faculty;
2. recruiting, placing, training and coordinating service-learners for courses;
3. developing creative projects, applying technical expertise, and collecting research data;
4. providing direct service/research to the community partner(s).

In addition to their work with their faculty sponsor, CESA's must attend a 90 minute meeting once a month with CCEL faculty and staff, other UAA faculty and staff

involved in community-based learning, and community partners. This participation helps develop students' foundational knowledge of community engagement and increases their leadership and advocacy skills. CESA's participation in this program is a requirement of the tuition waiver award.

Credit Waiver Guidelines

When deciding how many tuition credits a CESA should apply for, in addition to considering the hours commitment of a project, it is equally important to consider the value of the work a CESA is doing. How much impact does this work have on the educational experiences of other students? How much benefit to the community partner, the campus, and the faculty sponsor will there be from this support? The goal of this program is to support faculty doing community engaged work, and the credits awarded to the CESA should reflect the contribution this support makes to the faculty, the project, and the broader community. The chart below can be used to assist in determining the student's time commitment but should not be the only consideration in determining the number of credits requested.

To receive this amount of tuition waiver credit:	Complete these average hours per week:	For total hours of work per 15-week semester
1	1	15
2	3	45
3	5	60
4	7	75
5	9	90
6	11	135

Eligibility

Prior to receiving the tuition waiver, recipients must attest that eligibility requirements for Departmental Tuition Waivers have been met. Requirements include all those pertinent to UAA's Departmental Tuition Waivers. Undergraduate students receiving academic tuition waivers must be officially enrolled at UAA for at least 3 credits, be formally admitted into degree or certificate seeking status, and maintain a cumulative grade point average of 2.8. If the student's GPA is less than 2.8, a written memo of explanation why must be sent for approval. Graduate students must be formally admitted into a graduate program and maintain a minimum GPA of 3.0. Undergraduate and graduate

students must also be in current satisfactory academic standing with the University of Alaska system.

Procedures for Application

Students must complete the Community Engaged Learning Assistant Cover Page as well as provide the following information:

1. a list of any prior experiences in community-based learning courses and community-based research projects (if applicable);
2. an essay addressing the questions listed in the Student Essay Guidelines (located on the CELA Cover Page);
3. a class schedule for the semester for which they are applying;
4. UAA Tuition Waiver Form;
5. A letter of support from the faculty member they'll be assisting (see guidelines below).

Faculty Letter Guidelines

Faculty, please address the following items in your letter of support:

1. a description of the course/project;
2. expected activities for the CESA and how they warrant the requested number of tuition waiver credits (amount and value of work relative to earning the same number of academic credits);
3. how will the student assist you in one or more of the following -
 - developing community partnerships;
 - recruiting, placing, training and coordinating service learners for courses;
 - developing creative projects, applying technical expertise, and collecting research data;
 - providing direct service/research to the organization?
4. contact information for the community partner and whether or not a representative should be included on CCEL communications with the CESA and the faculty.

Spring 2010 Community Engaged Learning Assistant application and resources are available at www.uaa.alaska.edu/engage and due to engage@uaa.alaska.edu by 12:00 pm on Friday, November 20, 2009. Please call Shauna Dunn (786-4062) for questions or clarifications.

CENTER FOR COMMUNITY ENGAGEMENT & LEARNING
COMMUNITY ENGAGED STUDENT ASSISTANT (CESA)
APPLICATION

SEMESTER – SPRING 2010
APPLICATION DEADLINE – FRIDAY, NOVEMBER 20TH, 12:00PM

STUDENT INFORMATION

Student ID Number _____

First Name _____ MI _____ Last Name _____

Mailing Address _____

City/ST/Zip _____

Daytime Phone _____ Home Phone _____

UAA Email _____ Preferred Email _____

Are you an/a undergraduate student graduate student

Area of Study _____ Cumulative GPA _____

Have you received a tuition credit waiver from CCEL in the past? yes no

FACULTY SPONSOR INFORMATION

Name of Faculty Sponsor _____ Dept. _____

Faculty Phone _____ Faculty Email _____

COURSE/RESEARCH INFORMATION

This application will support a (check one of the following)

Community Based Learning Course Community Based Research

Specify the course name & number OR the research project title:

Specify the number of tuition waiver credits requested _____

FACULTY & STUDENT SIGNATURES

Student - I understand that Community Engaged Student Assistants are required to attend a 90 minute meeting once a month with the CCEL staff. I agree to attend these meetings in addition to my faculty support responsibilities.

Student's Signature _____ Date _____

*Faculty - I have reviewed the student's application and recommend an award of (**insert number**) _____ tuition waiver credits.*

Faculty Sponsor's Signature _____ Date _____

Please attach the following five items to the application cover page:

- a list of any prior experiences in community engaged learning courses and community engaged research projects;
- an essay addressing the questions listed in the Student Essay Guidelines below;
- your class schedule for the semester for which you are applying;
- UAA Tuition Waiver Form;
- a letter of support from the faculty member you will be assisting (see guidelines on CELA Program Announcement and Description).

Student Essay Guidelines

Please address the following questions in a Word document using Times New Roman size 12 font in approximately three, double-spaced, typed pages. Use subtitles in your essay to respond to each item.

How will your activities as a CESA

- integrate community engaged experiences with disciplinary learning outcomes or research and creative activity goals?
- assist faculty in community engaged projects, community partnership development, and/or student leadership in disciplinary based community engagement?
- provide valuable support for all three constituencies in community-based projects: faculty, community partners, and students?
- promote social justice on campus and in the community?
- promote community engagement on campus and in the community?

As a CESA, how will you

- develop your own commitments to social justice?
- develop your own commitments to community engagement?

Please email, mail or drop off your

- **Application Cover Page with Faculty Signature**
- **List of Community Engaged Learning Experiences**
- **Student Essay**
- **Class schedule for semester for which you are applying**
- **UAA Tuition Waiver Form**
- **Faculty Letter of Support**

with Shauna Dunn, Program Coordinator
UAA Center for Community Engagement & Learning
Consortium Library Building, Room 211G
907-786-4062

engage@uaa.alaska.edu

For more information, visit www.alaska.edu/engage

SPRING 2010 APPLICATIONS ARE DUE FRIDAY, NOVEMBER 20TH AT 12:00 PM.
Applicants will be notified via email or by phone as to the status of their application.