**Civic Learning Course Designation Checklist**

Documents needed for review process. One of the following options may be used:

1. A copy of the course description as stated in the BCC catalog **AND** student learning outcomes (SLO’s) for the course. **OR**
2. A copy of the course syllabus, including SLO’s.

**CL (Civic Learning) Designation:** After reviewing the documents submitted, check the element(s) of the BHE definition of Civic Learning which this course includes (refer to definitions on front page):

[ ]  The **Knowledge** component

[ ]  The **Intellectual Skills** component

[ ]  The **Applied Competencies** component

[ ]  The **Values** component

**CLE (Civic Learning with Engagement Required):** After reviewing the documents submitted, indicate whether the course includes ALL of the following elements:

A - The course description or syllabus articulates a **substantial Civic Engagement activity** which is explicitly linked to course learning goals and to at least one of the four elements of the Civic Learning definition.

YES [ ]  NO [ ]

Comments:

B - Every student in the course is **required to participate** in the Civic Engagement activity.

YES [ ]  NO [ ]

Comments:

C - The Civic Engagement activity is designed to provide **reciprocal benefits to both the students and a broader community** or communities beyond the classroom (can include the campus community).

YES [ ]  NO [ ]

Comments:

D - The Civic Engagement activity includes **a reflection component** in which the student is required to report on, present, or explain the significance of the experience and locate it within its broader political, social or economic context.

YES [ ]  NO [ ]

Comments:

Send completed Checklist to Rebecca.Clark@bristolcc.edu