

**University of Northern Colorado
Africana Studies Department**

Semester _____

**AFS 399 “Community Study (___ credits)
Performance Contract**

To receive a grade _____ (A/B/C/D/E/F) in AFS 399 “Community Study.”
I agree to fulfill the requirements as specified below.

Credits Taken : _____

Students name (Printed)

Student’s signature

Address:

Date

Instructor’s signature

Phone:

Date

I. Nature of the assignment:

The purpose of this course is to provide students with the opportunity to work in a community agency serving the needs of the African American or the larger community. The proposed arrangement will be set forth as regards a) general procedure, b) specified student obligations, and c) grading policy.

II. General Procedure

Students interested in AFS 399 will contact the chair of the Africana Studies Department. Once an agency has been selected, the following steps are to be taken:

- a. with the consultation and approval of the instructor, the delineation of mutually agreeable activities;
- b. with the consultation and approval of the agency head, assignment to the chosen agency; and
- c. completion of the specified student obligations as follows:

III. Specified Student Obligations:

In accordance with the general procedures outlined above, the specific duties of the student in this course shall include:

- A. agency placement: as determined by the chair of the Africana Studies. _____.
- B. a daily log: to record the experiences of the placement and its effects on the student, as outlined in “Guidelines for Student Logbook.” Each entry in the log should clearly show the nature of the activity, the place of the activity, the hours for the day and the date.
- C. agency service: varying with credits taken, from 1 to 4 hours per week. This specific agreement is for _____ / week.
- D. weekly consultation with AFS instructor, to assess periodically the placement, at an agreed upon hour and place;

IV. Grading Policy:

The grading policy of AFS 399. “Community Study Project,” contains two principal aspects: evaluation of service to the agency and the 5-page (1,250 word) paper. The paper is to be *narrative* of the work completed at the agency, observations and experiences related to the placement, and evaluation of the experience. The letter grade for the course will be based on both activities, done by the AFS instructor.

The evaluation of agency service is performed by the agency head in writing. It should concern fulfillment of weekly service hours and general student demeanor. The evaluation should indicate satisfactory or unsatisfactory performance. Unsatisfactory agency service will be considered cause to abrogate this agreement.

The letter grade options available are “A” and “B”. minimum workloads for each grade rests on the completion of the minimum workload and the instructor’s evaluation of that work;

Minimum for the letter grade of “A”:

- 1. agency placement;
- 2. weekly log;
- 3. agency service: specified weekly hours (1-4);
- 4. completion /advancement of special project;
- 5. weekly consultation with AFS instructor;
- 6. submission of the five-page feedback paper.
- 7. certification of weekly agency service.

Minimum for the letter grade “B”:

1. see above
2. see above
3. see above
4. see above
5. see above
6. non – submission of the 5-page feedback paper.
7. see above.

Description of the activity the student will be performing (filled out by the supervisor).

Student (has) _____ (has not) _____ completed the agreed number of hours contracted.

Student’s work (has) _____ (has not) _____ performed satisfactorily.

Signature of Supervisor _____