## Fall 2018: Semester of Service

### Class Visits/Students Sign-Up for Placement Orientation Meetings via MU Serves
- Begins: 20-Aug
- Ends: 24-Aug

### Office of Service-Learning: Placement Orientation Meetings (POMs) ~ 2 weeks
- Begins: 27-Aug
- Ends: 14-Sep
- Service-Learning expectations/goals/class assignment
- Provide information/answer questions about service sites
- Identify one program where student wishes to serve
- Set Agency Partner/Program in MU Serves system
- Students contact supervisors ASAP via Initial Contact Email

### Office of Service-Learning: Placement Deadline
- Begins: 14-Sep

### Agency Supervisors: Hold Orientations/Interviews/Contract Phase
- Begins: 4-Sep
- Ends: 20-Sep
- The ideal time for agencies to hold orientations/interviews
- Contracts completed/students start actively serving during this phase

### Office of Service-Learning: MU Serves Contract Completion Due Date
- Begins: 21-Sep

### MU Serves Mid-Service Evaluation Phase
- Begins: 15-Oct
- Ends: 24-Oct
- Supervisors login to MU Serves to complete evaluations
- Instructors login to MU Serves to view evaluations

### Thanksgiving Break
- Begins: 17-Nov
- Ends: 25-Nov
- Students not required to serve during Spring Break
- Students may serve during this time

### Students Evaluate Service Site and Experience
- Begins: 26-Nov
- Ends: 30-Nov
- Students are required to evaluate their service site and experience via MU Serves

### Final Evaluation Phase
- Begins: 1-Dec
- Ends: 11-Dec
- Supervisors login to MU Serves to complete evaluations
- Instructors login to MU Serves to view evaluations

### Last Day of Service
- Begins: 7-Dec
- Students serve throughout the semester until Reading Day (Saturday and Sunday programs may require service after Reading Day)