Honors College Community Service Procedure
Revision Date: 11-25-2024
Approved by Dean of Honors College
Effective as of 1/1/2025

Purpose
To foster civic engagement, personal growth, and leadership development among Honors College students while maintaining the college's commitment to community impact and academic excellence. Volunteer activities should be in the interest of the public good rather than private interest.

Service Hour Requirements

- Students must complete 96 hours of community service prior to graduation
- At least 10% of hours must be completed with Honors College-affiliated organizations or events
- Service must demonstrate clear connection to the Honors College by wearing Honors College identification, such as an Honors College T-shirt, during the event. An alternative to the T-shirt requirement may be acceptable with approval of the Honors College.

Engagement Points
Attendance at certain Honors or Honors-approved university events may count toward a student's community service requirement. When approved, one hour is credited for each hour they are in attendance and participate as documented in a reflection submitted through ManeSync.

Documenting Hours

1. ManeSync
   - All service hours must be logged in ManeSync.
   - Entries must include:
     - Organization name and contact information
     - Description of service performed
     - Date and duration of service
     - Supervisor signature or digital verification
     - A reflective component uploaded as an attachment (see #2)
   - As of Jan 1, 2025, hours not submitted within the same semester of the service event or experience will not be accepted.

2. Reflective Component
   Each service experience requires a reflection submission in ManeSync that addresses:
   - Connection to Honors College values and mission (Connect, Create, Contribute)
   - Impact on the community served

- Personal growth and learning outcomes
- Skills developed or enhanced
- Minimum 250 words per reflection

Examples of Approved Service Activities
- Local non-profit organizations
- School-based tutoring programs
- Environmental conservation projects
- Health and wellness initiatives
- Cultural and arts organizations
- Food security programs
- Educational outreach
- Community development projects

Examples of Non-Approved Service Activities
- Political campaigning
- Religious proselytizing or participation in religious activities (volunteerism in partnership with a faith-based organization is permissible)
- For-profit business activities
- Service completed for course credit
- Paid work other than university student services such as tutoring, learning assistantships, peer mentoring, and others as approved by the Dean of Honors College

Non-Compliance
Failure to meet service requirements may result in:
1. Academic probation within the Honors College
2. Required meeting with Honors Dean
3. Potential loss of Honors College privileges
4. Possible removal from Honors College for repeated non-compliance