

Community-Based Learning: Know Before You Go

Organization Name:

Organization Contact Person

Name:

Phone:

Email:

Days & times that you will perform service at organization:

Make sure you know the answers to these questions:

1. What are the pre-service training requirements (if any)?
2. What paperwork do you need to complete on-site to be a volunteer?
3. What are transportation options? Parking?
4. Who do you talk to if there is an emergency on site?
5. How are you tracking your hours – with what form(s)?
6. What attire is appropriate?

Always be aware of your surroundings! If you have any concerns at all about your site, it is important that you talk to your instructor immediately.

NOTES:
