

THE UNIVERSITY OF TEXAS AT AUSTIN

LONGHORN CENTER

for Civic Engagement

Course Instructor - Community Partner Agreement

Course Information

Name of course:

Name of instructor:

Office phone:

Email:

Community Partner Information

Name of partner:

Partner representative:

Phone number:

Email:

Best method of communication between course instructor and community partner representative:

The community partner and course instructor should work together either in person or over email to complete the following questions. Copies of this completed form should be provided to the Vice President for the Longhorn Center for Civic Engagement, Suchi Gururaj, at suchi.gururaj@austin.utexas.edu.

We have discussed our expectations for the students.

Yes/No

They are:

The instructor will provide adequate preparation prior to service.

Yes/No

The community partner will provide adequate training.

Yes/No

We have discussed how the instructor will address students who do not meet the organization's expectations.

Yes/No

Please describe:

We have discussed how the community partner will address students who do not meet the organization's expectations.

Yes/No

Please describe:

Instructor signature: _____

Partner representative signature: _____

Date: _____

Date: _____

If you require further assistance, please contact the Assistant Vice President for the Longhorn Center for Civic Engagement, Suchi Gururaj, at suchi.gururaj@austin.utexas.edu or 512-471-6161.