Welcome to the course!
Hi there, Jacks! I am excited to be your instructor and can’t wait to get to know you. Throughout the semester, we will be talking about your goals, career plans, and strategies that will help you be successful. It is my hope that you will leave this course more confident, and prepared for life-after-college. My official office hours are listed below, but I’m happy to schedule personal appointments by request. I believe that it’s really important for us to talk outside of class so please connect with me before or after class, stop by during office hours, email me (or make a virtual appointment). Please come and visit me!

What is this course all about?
Catalog Description: HAMG 1321 is a course at Stephen F. Austin State University (SFA) called “Introduction to the Hospitality Industry”. The course covers the scope of the hospitality industry, its history, and an analysis of the industry. It is a required course for the Hospitality Administration minor and a course in the Hospitality Administration major. The course is worth 3 credits.

Course Justification: In compliance with SFA Policy 5.4, this 3-credit course meets in-person twice weekly for 75- minutes (150 minutes per week). Accreditation standards expect you to spend an additional 300 minutes per week on outside assignments for the duration of the course. Activities include: completing assignments, reading and preparing for class, participating in online discussions, and fulfilling your 6-hr service-learning component.

Asynchronous Content: In addition to face-to-face instruction, this course includes online engagement activities, career assessments, industry research, group discussions, career exploration, skills practice, and reflection activities, including 28-daily activities (150-mins).

Are you career ready?
Do you have what it takes to make guests feel welcome? Can you think on your feet, be creative, flexible, and understanding? Are you a team player with great leadership skills? Let’s find out!
What we will study in HAMG 1321!!

Major Content Areas:
• Customer Service & Service Aptitude
• Travel, Tourism & Transportation
• Lodging, Accommodations, Vacation Rentals
• Recreation & Attractions, Entertainment
• Meetings & Event Planning
• Food Service, Culinary Traditions, Food Culture
• Travel & Trade Partners & Tourism Services
• Globalization, Technology, Sustainability, Diversity

Additional Topics
• Career Readiness, Employability Skills, Emotional Intelligence
• Leadership, Management, And Communication
• Real-Life Challenges, Frustrations, And Failures
• Grit, Resilience, Motivation, Self-Awareness, And Empathy
• Career Exploration, Goal Setting, Educational Opportunities
• Research, Observation, Critical Thinking, And Reflection
• Soft Skills Problem-Solving, Improvisation, And Flexibility
• Real-Life Challenges, Frustrations, And Failures

What we believe! Learn more: Perkins College of Education's Vision, Mission, Goals & Values
HAMG’s course content and instructional strategies support the PCOE’s VMGV in preparing you to be a successful, caring, & enthusiastic professional who:
● Thinks critically
● Collaborates openly
● Embraces diversity
● Serves with Compassion
● Pursues professional and intellectual growth

What you will learn!
HAMG 1321 Student Learning Outcomes (SLOs)
Knowledge & skills we want you to gain in this course
1. Trace/explain the growth & development of the hospitality industry.
2. Recognize industry leaders, associations & organizations in hospitality.
3. Understand & demonstrate essential skills for industry employment.
4. Identify, explore & prepare for career opportunities in hospitality.
5. Investigate/discuss all areas of hospitality & travel/tourism operations.

What you can accomplish!
HADM Program Learning Outcomes (PLOs)
Skills & abilities we want you to gain in this program
1. Resource Development: Identify appropriate hospitality tech use & sustainability practices
2. Career Readiness: Exhibit professional behaviors & preparation for hospitality employment within your focus area.
3. Financial Metrics: Calculate, interpret, and demonstrate key ratios, financial statements, and budgets related to hospitality.
4. Service Aptitude: Demonstrate positive service aptitude through transformational experiences.

What to expect from me?
My goal is to support you in reaching your full potential. Here’s what I commit to:
● Treating you with kindness, compassion, and respect - even on off days.
● Caring deeply about your success in this class and life.
● Having high standards and holding you accountable.
● Being present and resilient through challenges.
● Making mistakes - and owning them when I do.
● Using humor and personality to liven up lessons.
● Making your time with me worthwhile through engaged teaching.
Your feedback is crucial. If something I say is unclear or feels off, tell me. I'll take responsibility and make it right.
Bottom line: I'm committed to your growth and will show up for you. Together we've got this!
What to expect from this course?

Instructional Strategies

Methods & activities used to bring course concepts to life

- Interactive lectures encourage discussion and Q&A.
- Group projects let you collaborate and learn from peers.
- Individual work like research and reflection allows self-paced inquiry.
- Case studies bridge theory with real-world examples.
- Reading materials provide foundational knowledge.
- Hands-on practice builds tangible skills and insights.
- Class discussions broadening perspectives.
- Portfolios showcasing your learning.

Technology Needs

Tools for engaging content & completing assignments

You need a working computer with:

- Internet access to D2l, mySFA, Google Drive/Docs
  (Gmail account, and may be required).
- Digital camera to record video submissions

Our Digital Classroom

Brightspace D2l, is where our class comes together online.

In D2l, you’ll find everything you need:

- Readings, notes, materials - Your learning resources.
- Assignments, rubrics - Details on projects.
- Videos, guides, tools - Skills support.
- Discussions - Connect with peers.

D2L is also how you will:

- Email me - Reach out anytime.
- Submit work and take tests.
- Get feedback to improve.
- Stay updated on news & deadlines.

*Even if you despise D2l…. You are responsible for it’s content & deadlines. Make it a habit. Check D2l regularly for updates.

Tech Support?

Contact the wizzes at the Helpdesk, 936-468-4357 | helpdesk@sfasu.edu | help.sfasu.edu
# Course Schedule

This is a tentative schedule. Changes will be announced in class, and in D2l calendar, checklists, & D2l newsfeed.

<table>
<thead>
<tr>
<th>Week</th>
<th>Days</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>T/Aug 29, Th/Aug 31</td>
<td>Intros, student ambassadors, employer needs, transferrable skills</td>
</tr>
<tr>
<td>2</td>
<td>T/Sept 5, Th/Sent 7</td>
<td>Course/industry overview. Faculty, HADM Opportunities</td>
</tr>
<tr>
<td>3</td>
<td>T/Sent 12, Th/Sent 14</td>
<td>History of Hospitality. EQ, Reflection, Service Learning</td>
</tr>
<tr>
<td>4</td>
<td>T/Sent 19, Th/Sent 21</td>
<td>Global Tourism Impacts, Customer Service &amp; Communication Skills</td>
</tr>
<tr>
<td>5</td>
<td>T/Sent 26, Th/Oct 5</td>
<td>Lodging &amp; Accommodations, Problem Solving &amp; Improvisism</td>
</tr>
<tr>
<td>6</td>
<td>T/Oct 10, Th/Oct 12</td>
<td>Lodging Trends, Tech, Shared Economy, Forecasting, Revenue Models</td>
</tr>
<tr>
<td>7</td>
<td>T/Oct 17, Th/Oct 19</td>
<td>Guest Services, Lodging &amp; F&amp;B Operations &amp; Management</td>
</tr>
<tr>
<td>8</td>
<td>T/Oct 24, Th/Oct 26</td>
<td>Meetings, Conventions, Destination Svc Event Planning &amp; Process</td>
</tr>
<tr>
<td>9</td>
<td>T/Oct 31, Th/Nov 2</td>
<td>Guest Experiences, Travel Planning, Customer Journey</td>
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<tr>
<td>10</td>
<td>T/Nov 7, Th/Nov 9</td>
<td>Types of Tourism, Recreation &amp; Attractions, Pleasure, Wellness</td>
</tr>
<tr>
<td>11</td>
<td>T/Nov 14, Th/Nov 16</td>
<td>Marketing Travel Experiences, Cultural &amp; Heritage Tourism</td>
</tr>
<tr>
<td>12</td>
<td>T/Nov 21, Th/Nov 23</td>
<td>F &amp; B, Culinary Tradition, Thanksgiving Holiday</td>
</tr>
<tr>
<td>13</td>
<td>T/Nov 28, Th/Nov 30</td>
<td>Emerging trends, tech, sustainability Student Projects</td>
</tr>
<tr>
<td>14</td>
<td>T/Dec 5, Th/Dec 7</td>
<td>Semester review Final Activities</td>
</tr>
<tr>
<td>15</td>
<td>T/Dec 12</td>
<td>Post-course Review due</td>
</tr>
</tbody>
</table>

### What can I do to get a good grade?

Come to class. Be prepared, be positive & participate. Ask questions. Communicate issues.

### Is attendance required?

Yes! Your presence & active participation are required.

### Why does my attendance matter?

You are the secret sauce. This class needs you.

- Your views widen our perspective.
- Your input gives meaning to examples.
- Your feedback improves my teaching.
- Your questions deepen our learning.
- Your collaboration energizes activities.
- Your engagement makes class impactful.

**Bottom line:**

We learn better together. I commit to making each class relevant and valuable for you. Will you help?

### What types of assignments will we do?

**Attendance and Participation** – 10pt a day, 280pts total

- Taken Daily

10+ Weekly Activies: 10-20pts each, 220pts total

- For each content area we cover in-class, you will be provided a selection of activities to choose from
- D2l Discussions and private reflections are a great way to explore your knowledge on specific topics.

**Open Note Quizzes** 4x, 30pts each, 120pts total

- Open-note quizzes administered in-class or in D2l.

**Pre-course Survey** 20pts (completion grade)

- At the beginning of the course you will take a blind survey over the course content – before reading or attending class.
- This is a completion grade. Incorrect answers are noted, but do not count against your score.

**Post-course Review** 50pts

- Open-note review of course content administered in D2l. (this may be taken only once)
- This will be taken outside of class, at your own pace, and on your own time.
- Questions will be multiple choice with a sprinkling of true-or-false.

**Service Learning:** 50pts (6-hours) See opportunities listed in D2l.

- You are required to complete 6-hours of pre-APPROVED service events outside of class time to fulfill this component
- Hours should be documented by both the student and the approved site supervisor on the Service Hour Log Sheet

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S23 - HAMG 1321 | MPrince updated 3.23.23
How will my work be graded?

Evaluations & Assessments

<table>
<thead>
<tr>
<th>Assessment Activity</th>
<th>Points</th>
<th>%</th>
<th>PLOs</th>
<th>SLOs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>280</td>
<td>26%</td>
<td>1, 2, 3, 4</td>
<td>1, 2, 3, 4</td>
</tr>
<tr>
<td>Weekly Activities (12)</td>
<td>240</td>
<td>22%</td>
<td>1, 2, 3, 4</td>
<td>1, 2, 3, 4, 5</td>
</tr>
<tr>
<td>Career Toolkit Activities</td>
<td>200</td>
<td>18%</td>
<td>1, 2, 4</td>
<td>3, 4</td>
</tr>
<tr>
<td>Frizzes/Quizzes (4)</td>
<td>120</td>
<td>11%</td>
<td>1, 2, 3</td>
<td>1, 2, 3, 4, 5</td>
</tr>
<tr>
<td>Post-course Review</td>
<td>85</td>
<td>8%</td>
<td>1, 2, 3</td>
<td>1, 2, 3, 4, 5</td>
</tr>
<tr>
<td>Your Choice Activities (3)</td>
<td>75</td>
<td>7%</td>
<td>1, 2</td>
<td>1, 4, 5</td>
</tr>
<tr>
<td>Service Learning</td>
<td>50</td>
<td>5%</td>
<td>2, 4</td>
<td>2, 3, 4, 5</td>
</tr>
<tr>
<td>Service Aptitude Assessment</td>
<td>20</td>
<td>2%</td>
<td>2, 4</td>
<td>3</td>
</tr>
<tr>
<td>Pre-course Survey</td>
<td>20</td>
<td>2%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1090</strong></td>
<td><strong>100%</strong></td>
<td></td>
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</tr>
</tbody>
</table>

Performance Criteria*

<table>
<thead>
<tr>
<th>Points</th>
<th>%</th>
<th>Grade</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>975.5-1090</td>
<td>89.5-100%</td>
<td>A</td>
<td>excellent</td>
</tr>
<tr>
<td>866.5-974</td>
<td>79.5-89%</td>
<td>B</td>
<td>good</td>
</tr>
<tr>
<td>757.5-865</td>
<td>69.5-79%</td>
<td>C</td>
<td>average</td>
</tr>
<tr>
<td>648.5-756</td>
<td>59.5-69%</td>
<td>D</td>
<td>passing</td>
</tr>
<tr>
<td>under-648.5</td>
<td>0-59.4%</td>
<td>F</td>
<td>Failure</td>
</tr>
</tbody>
</table>

Grading/Return Policy:
Concerned about your grade? Don’t hesitate to contact me. I can easily clarify most situations, in minutes.
- Exams: 24-48hr turn-around;
- Attendance: See D2L Calendar
- Weekly Activities: 1-week after submission.
- Major Assignments: 2-weeks after submission.
If you do not have a grade after 2-weeks contact me.

What should I do if I get behind?
If you get behind, get frustrated, hit some roadblocks or need assistance – let me know – and we will figure something out. In order for me to help you or make needed adjustments, you must communicate your needs and challenges.

Policies: Late Work, Extensions, Do-overs, and Extra Credit

Late Work: 24-hour grace period.
- **Under 24-hrs** Just turn it in. No questions asked. (This excludes group assignments, presentations & exams)
- If you need more time, make an extension request. See below.

Extension Request: Need more time?
- To encourage professional communication. Use the subject line “Extension Request”
- In the body of the email, indicate the assignment and your extension request (72 hours, one week, next Thursday, etc)
- After you have completed the assignment, send me an email with the assignment number letting me know it is ready to regrade.
Attendance Policy
Your presence and participation in this class are valuable (and required). Should extenuating circumstances affect your attendance, please submit an attendance notification an online faculty notification request and supporting documentation.

There are four primary reasons for which a student can request faculty notification:
1. **Death of a family member**
2. **Hospital admission**
3. **Personal emergency** (such as a car accident or a significant life event like a fire)
4. **Administrative and other reasons** (like jury duty, court subpoena, etc.)

The Dean of Students may also consider other situations on a case-by-case basis

Please Note: some circumstances (like illness, traffic court, oversleeping, etc.) might not be eligible.

Supporting documentation examples
Examples of appropriate documentation to submit with your request include:
- death certificates
- obituaries/programs (with name of deceased listed)
- medical discharge documents
- a subpoena
- a jury summons
- or a police report from an accident

Challenging Times: Safe Spaces & Services
My office and our classroom are safe spaces. Hospitality is an international industry. The diversity students bring to this class is viewed as a resource, strength, and benefit. It is my intent to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups.

Uncomfortable Conversations
Hospitality is born out of a desire to meet the needs and comforts of the diverse people we serve. The world we live in is full of challenging issues, different perspectives, and cultural values. Talking about these differences is not always easy. Difficult conversations may arise as we deepen our understanding of multiple perspectives—whatever our backgrounds, experiences, or positions. In common discourse, we often make mistakes in our speaking and our listening. Out of respect for ourselves and others, one of the underlying goals in this course will be for each of us to increase our awareness of how our communication – verbal and nonverbal – affects others. As we engage with the texts, our classmates, and our own ideas and experiences, we exercise that awareness - practicing patience, courage, empathy, and any number of other hospitality skills.

Stay connected
Support for Your Needs
As a Lumberjack, you're never alone. Whether it's access to food, housing, or simply feeling overwhelmed, reach out to the Dean of Students Office. They're here to be your support and connect you with resources both on and off campus. And if you're comfortable sharing, please let me know too. Your well-being and success truly matter to me.

I maintain a handy list of essential contacts for students, encompassing academic and well-being resources, faculty and HAS emails, industry connections, and guest speakers. If you think there's a resource missing or spot any inaccuracies, feel free to drop me an email with the details. Let's keep the information current and helpful.

Syllabus Changes and Student Responsibility:
Content and dates contained in this syllabus may be modified at the instructor's discretion. Notification of changes will be made through Zoom and/or D2L. Students enrolled in this course are responsible for knowing and observing any ongoing changes to course content, expectations, deadlines, and requirements.
Students with Disabilities (Policy 6.1, 6.6)

To obtain disability-related accommodations, alternate formats and/or auxiliary aids, students must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 before the course begins or early in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or aids to be provided. Failure to request services in a timely manner may delay your accommodations. Info: sfasu.edu/disabilityservices Appeal Procedure, Policy 6.6

Attendance (Policy 6.7)

Based on university policy, regular, punctual attendance, active participation in class-related activities, and submission of completed assignments is expected of all students (see course attendance policy outlined above). Failure to adhere to University requirements shall influence the course grade, financial assistance, and/or enrollment status. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events.

Student Conduct & Academic Integrity (Policy 10.4)
The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

Nondiscrimination & Complaints (Policy 2.11, 2.13)
SFASU prohibits unlawful discrimination based on race, color, religion, national origin, sex, age, disability, genetic information, citizenship, and veteran status. Additionally, SFASU prohibits discrimination based on sexual orientation, gender identity, and gender expression. Unlawful discrimination based on sex includes discrimination defined as sexual harassment. To file a complaint visit: https://www.sfasu.edu/vpsa/391.asp

The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program at SFA.

Evaluation of Instruction (Policy 7.27)

Students will have the opportunity to evaluate instruction for all courses in all semesters through the university’s online evaluation system. Members of the academic unit may determine additional evaluation instruments and procedures. Evaluation data are used for a variety of purposes including improvement of instruction, mentoring faculty, and personnel decisions.

Withheld Grades (Policy 5.5)
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the coursework because of unavoidable circumstances. Students must complete the work by the deadline set by the instructor of record, not to exceed one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Military Service Activation (6.14)]
Safety & Wellbeing Resources
Campus Communication & Safety Alerts
Subscribe to Campus-wide Alerts & SFA Social
  - JackAlerts (campus-wide alerts)
  - Facebook.com/SFAPolice
  - Twitter.com/sfapolicedept
  - facebook.com/sfasu

Wellness & Wellbeing Resources:
SFA values students’ overall well-being and mental health, and the role it plays in academic and overall student success. Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, emotional well-being, alcohol and other drugs, identities, finances, etc.

If you are experiencing concerns, or seeking help, SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources
The Dean of Students Office
Rusk Building, 3rd floor lobby
sfasu.edu/deanofstudents | 936.468.7249 | dos@sfasu.edu

SFA Human Services Counseling Clinic
Human Services Building, Room 202
sfasu.edu/humanservices | 936.468.1041

The Health and Wellness Hub “The Hub”
Tucker Blg, corner of E. College & Raguet St.
sfasu.edu/thehub | 936.468.4008 | thehub@sfasu.edu

The Hub offers comprehensive services that treat the whole person – mind, body, and spirit, including: Health Services, Counseling Services, Student Outreach and Support, Food Pantry, Wellness Coaching, Alcohol and Other Drug Education

Crisis Resources:
  • Burke 24-hour crisis line: 1.800.392.8343
  • National Suicide Crisis Prevention: 9-8-8
  • Suicide Prevention Lifeline: 1.800.273.TALK (8255)
  • johCrisis Text Line: Text HELLO to 741-741

The Pantry - Food assistance and baby products
Student Center, 3rd Floor in the Commons.
936.468.1378 | lpez10@jacks.sfasu.edu | sfasu.edu/studentaffairs/1319.asp

The Pantry - Food assistance and baby products
Student Center, 3rd Floor in the Commons.
936.468.1378 | lpez10@jacks.sfasu.edu | sfasu.edu/studentaffairs/1319.asp
Service Learning Requirement: 6 hrs – 50 pts
Due by April 30 by 11:59 pm in dropbox (see log on last page) See Service Learning List for Opportunities
To prepare competent professionals in the competitive global hospitality industry, the HADM Program requires students to participate in professional hands-on learning experiences outside of class time. These activities must be PRE-APPROVED.

Why Service-Learning? Service-learning links academic study and civic engagement through meaningful service that meets the needs of the community. Service-learning allows you to explore careers and, at the same time, helps you to develop skills employers want. This gives you more tools in your toolkit and makes you a marketable employee upon graduation.

Teamwork makes the dream work! When you volunteer for a service-learning project, you are acting as an extension of SFA and the Hospitality Administration Program. When you show-up and work hard – we all shine! Service-Learning experiences (even cleaning-up trash) can lead to bigger and better opportunities for you, so take them seriously.

Where can I complete Service Learning?
Students are responsible for finding service-learning opportunities in the communities they live and work in. These opportunities must be tied to the hospitality industry (culinary, lodging, recreation, tourism, or event coordination). Possible opportunities include docent work at CVB’s, Chambers of Commerce, and museums. Local food banks often seek volunteers to help sort and distribute food to clients. Community farms may need assistance with planting, harvesting, or selling product. Some non-profit organizations also seek volunteers to assist with event planning, both in-person and virtual, as well as culinary and restaurant functions at in-person events.

Does my Fraternity/Sorority/Club volunteer work count?
No; service-learning is service completed on behalf of SFASU HADM only. Volunteering on behalf of another organization or concurrently to fulfill the requirements of another organization (fraternity, sorority, club) is not admissible.

Activities must be pre-approved. Unsure if an activity or event qualifies? Reach out to your professor for clarification.

How do I submit my Service Learning hours for points?
- Print a copy of your Service Learning Log and take it with you to each event.
- Record your hours and a description of the services you provide.
- Ask the designated supervisor to print their name, provide contact info & sign the log (this must be done by hand).
- Before you turn in your log - tally all of your hours and include a total
- Upload a photo of your log to dropbox on or before Monday, December 6 by 11:30 pm.
- Do this for each class that you are requesting credit.

What happens if something comes up, my car breaks, or I get sick? Mistakes will occasionally happen, but remember your actions have consequences beyond our department. If you show-up late or “flake,” your fellow students, your professors, our department, as well as, our partner organization, and their guests could all suffer. So, if something comes up – be responsible. Contact the event supervisor, your instructor, or find another student to take your place.

Faculty have determined specific guidelines for service learning opportunities, explained above. Failure of a student to follow the guidelines may lead to nullification of the student’s service-learning hours.**Service Learning hours that are written on notebook paper, or anything other than the provided log, will not be accepted.
SERVICE LEARNING LOG for Hospitality Administration Courses

Please keep this log up to date. It is your responsibility to keep up with your hours. Failure to do so will result in no hours being credited toward your service-learning bonus assignment. Please refer to Service Learning Information Sheet. Hours can count toward more than one course. See opportunities listed in D2l.

Student Name: ____________________  Student Email: ____________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Arrival Time</th>
<th>Departure Time</th>
<th>Event Name/ Site</th>
<th>Total Hours</th>
<th>Supervisor Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Please PRINT and SIGN</td>
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</tbody>
</table>

Total Hours Completed

I verify that the hours listed above are accurate and that I performed the service-learning activities that I have logged on this sheet.

(Student Name) ____________________ (date) ____________________