SLA INFORMATION

The following information will outline how to complete or renew your Service Learning Agreement (SLA) with SDSU. We appreciate your partnering with SDSU Social Work Field Education. If you have any additional questions about this, please contact us.

In June 2010, with collaboration from various colleges, the agreement form for Field Experience or SLA was revised. This updated form was developed to maintain coverage for students and the university, streamline the document format, and meet the needs for both the faculty and university. Any time a student is engaged in an off-campus service learning experience in conjunction with a course for credit, a service learning agreement is needed in order to protect the student and the university. Once in place, the SLA will continue indefinitely and will NOT need to be renewed in the future. Also, please note that only ONE SLA needs to be in place for each agency, not for each individual program.

Instructions for completing the SLA

Page 1: Please complete Paragraph 1, giving the date of your agency signature and the name of your agency.

Page 2: Please complete mailing information at the bottom of the page.

Page 3: SDSU requires that someone of the CEO/President level sign for the agency so that all programs are covered without needing additional contracts. Please also provide all contact information.

VERY IMPORTANT: Once the SLA is completed and signed, please return directly to the School of Social Work via e-mail, fax, or mail and it will be forwarded on for SDSU signatures. Once the fully-executed SLA is returned, we will email a copy to the contact listed on page 3 of the SLA unless otherwise specified.

Thank you for your time! If you have any questions, do not hesitate to ask.

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