

McMaster Humanities | Leadership  
 Humanities 3CL3 - Community Leadership at McMaster  
 Application Form



Students complete at least 48 hours of student-initiated volunteer work with other McMaster students in a variety of positions; for example, as language assistants and conversation partners in Level 1 language classes; as writing tutors, peer helpers, or note-takers for specific courses. Students work with a faculty supervisor to set learning objectives and document their progress through reflective assessments. This course is graded on a **Pass/Fail** basis.

*The health and safety of students completing experiential course work is a primary consideration. At all times, students must adhere to the current health regulatory guidelines, and so are advised to include information on how this will be addressed in the description of their volunteer experience.*

Name:		Student ID:	
Program/Plan:		Level:	
McMaster Email:			
Term: <input type="checkbox"/> Fall	<input type="checkbox"/> Winter	Number of hours to be completed (min. 48):	
<input type="checkbox"/> Spring	<input type="checkbox"/> Summer		

**PART A: For Completion by Student**

Please provide a brief description of your proposed volunteer experience (typed). Please include a description of how your volunteer work will meet current health concerns/guidelines:

Identify the goals and learning objectives you hope to achieve through this volunteer experience (typed):

**PART B: For Completion by Faculty Supervisor**

It is the responsibility of the faculty supervisor to supply the evaluation criteria for the course, including what is required to achieve a passing grade and how volunteer hours will be logged throughout the term. The faculty supervisor must also submit a Pass/Fail grade no later than one week from the last day of classes to the Humanities Advising Office at [leader@mcmaster.ca](mailto:leader@mcmaster.ca). Please note that evaluation criteria must not include any work that involves the grading/marking of another student, or any work that would otherwise be done by a Teaching Assistant.

Please provide a description of the course evaluation criteria, including how volunteer hours will be accounted for:

**PART C: Placement Details**

Please fill out the relevant sections of the form below. Please note that it is the responsibility of the student and the faculty supervisor to determine which agreements or training might be necessary for the proposed experience.

Name of Placement:			
Length of Placement:	FROM		TO
Estimated Hours Per Week/Month:			
Location of Campus Placement:			
Confidentiality Agreement:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Workplace Agreement:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
WHMIS training completed:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE
MREB approval required:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Already have ethics approval
Police Check/Vulnerable sector screening required:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Medical Certification required (immunizations):	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Other special training or prerequisites (if yes, explain):	<input type="checkbox"/> YES	<input type="checkbox"/> NO	

**PART D: Signatures**

**Please Read Prior to Submitting Form:**

By signing and submitting this application form, the student acknowledges that Humanities 3CL3 will be graded on a Pass/Fail basis by his or her faculty supervisor, after the completion of a minimum of 48 hours of volunteer work on campus (including virtually). The student also acknowledges that s/he must receive position-specific training from the position supervisor. It is the responsibility of the faculty supervisor to establish the evaluation criteria for the course, including how the volunteer hours will be logged and submitted for credit. The faculty supervisor acknowledges that a final Pass/Fail grade must be submitted to the Humanities Advising by email at [leader@mcmaster.ca](mailto:leader@mcmaster.ca), no later than one week from the last day of classes. The faculty supervisor also acknowledges that the student's volunteer hours must not consist of any work involving the grading/marking of another student, or any work that would otherwise be done by a Teaching Assistant.

Faculty Supervisor's McMaster Email:

Extension:

Faculty Supervisor's signature

Date:

Student's signature

Date:

Please return this form by email to [leader@mcmaster.ca](mailto:leader@mcmaster.ca) by:

Spring/Summer term – May 1

Fall term – September 1

Winter term – January 2