University of North Texas at Dallas
Experiential Learning & Community Engagement Policies
University Policies

As a university we have some processes to support the success of experiential learning and community engagement for our students. The following is a list of categories to comply with to meet our institutional needs.

Responsibilities of the Student

Students are held to the following standards for the duration of their service:

1. The student is responsible for providing his/her own transportation
2. The student will adhere to the appropriate standards of dress and behavior as required by the Organization
3. The students is at all times responsible for his/her actions.
4. The organization may terminate a student’s placement for failure to meet these requirements
5. The student should immediately report any sexual harassment or violence or other situation that may impact their safety to the campus Assistant Director of Community Standards at 972.338.1814 or at Luke.Donohoo@untdallas.edu.

Some organizations may require the following of students before completing service:

1. Liability insurance
2. Personal health insurance
3. Background check
4. Drug testing

Student Code of Conduct Concerns

Students are expected to comply with the Code of Conduct while engaging in any activities that include but are not limited to: volunteer opportunities, internships, externships, (paid and unpaid), UNTD sponsored activities on or off campus, or any event or activity where students are representing UNT Dallas. See the 7.001 Code of Student's Rights, Responsibilities and Conduct, specifically CATEGORIES OF MISCONDUCT. Students who violate this code will be subject to consequences as determined by the UNT Dallas Office of Community Standards.

Students who need to report cases of sexual harassment, discrimination, sexual violence, violence, stalking, or anything of similar nature can contact the Assistant Director of Community Standards for resources and support. Additionally students should contact UNTD Police Department.

Tracking

UNT Dallas tracks all experiential and community service activities, and requires the participation of community and employer partners to support in this process. All experiences must be recorded in College Central Network through the Experiential Learning Module. Students are responsible for inputting the information, and their site supervisor must approve the information.

Recognition

It is important that we recognize and promote the successes of our students. We feature our students on our webpage, across campus, in e-newsletters, through formal ceremonies, and at graduation. Students receive a special honor cord upon graduation for completing a minimum of 100 hours of service and/or internship. Success stories are strongly recommended to be shared with the Experiential Learning office.
Assessment
Assessments serve as a tool to measure our desired institutional outcomes that our partners report levels of satisfaction. Toward the end of the academic semester, assessments and surveys are sent out to students to complete.

Course Credit
The number of course credit hours an internship qualifies for depends on the Dean and faculty member of the School. The number of internship hours that must be completed depends on what the faculty requires. Departmental internship requirements can vary.