

Application Packet
2020 Service-Learning Trips
Due September 16, 2019 by 3:00 pm, SLTC 133

New Orleans, LA	March 21-27, 2020	\$100
San Juan, Puerto Rico	May 17-23, 2020	\$450

Before applying for the Office of Religious Life Service-Learning Trips, be aware:

- You must be a full-time degree seeking student at Hendrix College.
- If you are abroad or on leave in the spring semester, you will not be able to apply for the spring or summer trips.
- It is your responsibility to see that your two letters of recommendation have been sent to the Office of Religious Life by the due date.
- You must be able to attend the **MANDATORY** orientation session if you are chosen for a trip:

March 8, 2020, 6-9pm	New Orleans Orientation
April 19, 2020, 6-9pm	San Juan Orientation

Other Important Dates:

Sept. 16, 2019	Completed applications, including letters of recommendation; due by 3:00pm to the Office of Religious Life, SLTC 133.
Sept. 30-Oct. 11	Interviews
Oct. 16, 2019	Notification of acceptance
Oct. 23, 2019	Non-refundable trip deposits due to the Office of Religious Life (amounts listed above)



Application for 2020 Service-Learning Trips
Due September 16, 2019 by 3:00 pm, SLTC 133

Name _____ Hendrix ID # _____

Box _____ Cell Number _____

Date of birth _____ Academic Advisor _____

E-mail _____

Freshman _____ Sophomore _____ Junior _____ Senior _____

Have you applied for or participated in an Office of Religious Life (*or Miller Center*) Service-Learning Trip in the past? If so, please list:

Rank order (1st, 2nd) those trips *for which you wish to apply*.

_____	New Orleans, LA	March 21-27, 2020
_____	San Juan, Puerto Rico	May 17-23, 2020

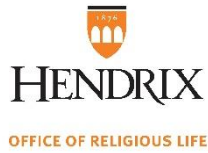
I. Write an essay responding to each of the following; limit yourself to only **ONE PAGE PER QUESTION**.

Essay #1: How has service been a part of your life over the last three years? Be specific about how you have given of your time and talents and reflect as well upon what you have learned from this experience.

Essay #2: Why do you think the Office of Religious Life supports Service-Learning Trips for students?

II. Sign the Confidential Information Waiver and Conduct Statement (*attached*).

IV. Provide two letters of recommendation (forms are attached): one from a non-Hendrix associate who is familiar with your character and goals (cannot be a peer or family member), and one from a Hendrix faculty or staff (freshmen may substitute a letter from a high school teacher or counselor). Recommenders can send form to mulhearn@hendrix.edu, fax 501-450-4595 or mail to the Office of Religious Life, 1600 Washington Ave., Conway, AR 72032.



Confidential Information Waiver Form

I, _____, request that the Office of Student Development, the Office of Fiscal Affairs, and the chair of the Committee on Academic Integrity provide the Office of Religious Life Staff, access to any relevant information in my personal file. This permission is given with the understanding that all such information is confidential, is to be used only in order to make determinations of importance to the placing and support of the student participating in trips sponsored by the Office of Religious Life, and that the information is to be requested only when necessary.

Signature

Date

Conduct Statement

For the sake of safety and out of respect for our hosts, there will be regulations on alcohol consumption and other social activities. I will comply with these regulations.

Signature

Date

Office of Religious Life Service-Learning Application Reference Form

Section I: TO BE COMPLETED BY THE APPLICANT

Applicant Name: _____
(Please print)

Trips applied for: New Orleans, LA (March 21-27) San Juan, Puerto Rico (May 17-23)

Name of Reference: _____
(Please print)

Relationship to applicant: _____

Reference's Contact Information (email & phone number): _____

Waiver of Access

In accordance with the Family Education Rights and Privacy Act of 1974, materials in students' files are open to inspection upon request, unless the student had waived the right of access in advance. Please indicate your wish by completing and signing the statement below. Your right to review is considered waived if you do not respond.

I hereby (check one):

_____ waive my right to access _____ retain my right to access

Applicant Signature: _____ Date: _____

Section II: TO BE COMPLETED BY THE REFERENCE

To the Reference: *The above named student is applying to participate in an Office of Religious Life Service-Learning Trip. These 7-10 day, service-intensive, group trips are physically, mentally, and emotionally challenging. Our expectation is that a participant is willing and able to confront the challenges presented on any given trip. Please provide your candid assessment of this student by answering the following questions. On ranking questions, select N/A if you do not have sufficient knowledge to evaluate a specific area (e.g., you are not familiar with the applicant in an academic setting). A separate sheet may be used.*

Reference Form or Letter is due by 3:00pm, September 16, 2019 and may be sent to mulhearn@hendrix.edu, faxed to 501-450-4595, or mailed to the Office of Religious Life, 1600 Washington Ave., Conway, AR 72032.

- 1) How long and in what capacity have you known the applicant?

- 2) Dependability and responsibility
___ Excellent ___ Above Average ___ Average ___ Below Average ___ N/A

- 3) Adaptability: openness to new situations, sensitivity to cultural differences, and ability to deal with the unexpected
___ Excellent ___ Above Average ___ Average ___ Below Average ___ N/A

- 4) Honesty and trustworthiness
___ Excellent ___ Above Average ___ Average ___ Below Average ___ N/A

5) Maturity: sound judgment and self-reliance
___ Excellent ___ Above Average ___ Average ___ Below Average ___ N/A

6) Academic performance/ability
___ Excellent ___ Above Average ___ Average ___ Below Average ___ N/A

7) Willingness to take initiative
___ Excellent ___ Above Average ___ Average ___ Below Average ___ N/A

8) Are you familiar with any issues this student may face while travelling?

9) Are you familiar with the applicant's background in service work? Has the applicant shared their motivations for wanting to participate in a service-learning trip? Please elaborate.

10) Does the applicant have the ability to meet the challenges and grow personally from participation on a service-learning trip?

11) Does the applicant have the ability to take part in personal (written) and group reflection about the service-learning trip experiences?

12) Overall Recommendation: Would you recommend this individual for a service-learning trip (*circle one*)
Yes, without reservation Yes, but with reservation No, not at all

Additional Comments:

Name (print): _____ Position: _____

Signature: _____ Date: _____

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Office of Religious Life Service-Learning Application
Reference Form

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(Please print)

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