

COMMUNITY-BASED LEARNING DESIGNATION PROCESS

Fall courses due March 1

Spring courses due October 1

Verify course satisfies CBL criteria

Rubric

Designation Form

Submit completed CBL Designation Form to cbinfo@uwp.edu

Include required signatures & supporting documents

CBL Steering Committee reviews submission

Committee sends approval email

If not approved, committee will send back with recommended revisions

If the designation is "ongoing":
submit Course & Curriculum [Change Form](#)

To receive \$500 stipend for teaching a CBL course, you must also:

1. Ensure students complete the end-of-semester CBL survey
2. Complete the CBL faculty evaluation & course assessment

If you have any questions before or during the designation process, please contact Faculty Director, Penny Lyter, at lyter@uwp.edu, or Community Engagement Manager, Amy Garrigan, at garrigan@uwp.edu.

We are here to help you throughout the process!

For more information please visit uwp.edu/learn/departments/cbl

UW-Parkside Alan E. Guskin Center for Community & Business Engagement