



Ideas in Action Learning Contract

Examples of Course Requirements & Assessment in Appendix (A)

Student Information

Student Name: _____

Student ID: _____

Semester/Year: _____

Credits Enrolled: ☐ 1 Credit ☐ 2 Credits ☐ 3 Credits ☐ 4 Credits

Project Mentor: _____

Course Purpose

Ideas in Action provides students with the opportunity to explore their interests and transform curiosity into meaningful, real-world experiences. Through hands-on projects, mentorship, community engagement, and reflective learning, students develop practical skills, explore potential career pathways, and work on projects that matter to them and their communities.

Projects may include entrepreneurship, research, media production, technology development, community engagement, sustainability initiatives, creative work, professional portfolio development, or other approved experiential learning activities.

Project Description

Briefly describe your proposed project:

Learning Goals

Identify 2–4 goals you hope to achieve through this experience.

1. _____
2. _____
3. _____
4. _____



Planned Activities

List the major activities you expect to complete during the semester.

- ☐ Research and exploration
- ☐ Mentorship meetings
- ☐ Project design and planning
- ☐ Community engagement
- ☐ Content creation
- ☐ Prototype development
- ☐ Event planning
- ☐ Portfolio development
- ☐ Other: _____

Expected Deliverables

List the primary outcomes you intend to complete.

Examples:

- Podcast episode or series
- Website or portfolio
- Prototype
- Research report
- Documentary or video project
- Community initiative
- Public presentation
- Event or workshop
- Business concept validation

Deliverable(s):

Credit Level Requirements

I understand that I am responsible for completing the expectations associated with my enrolled credit level:



Credits Minimum Hours

1 Credit 35 Hours

2 Credits 70 Hours

3 Credits 105 Hours

4 Credits 140 Hours

Student Responsibilities

By signing this agreement, I agree to:

- Complete the required number of hours for my credit level.
- Participate actively in project activities.
- Attend scheduled meetings and check-ins with my mentor.
- Communicate promptly regarding challenges or changes to my project.
- Maintain a record of my activities and progress.
- Submit required reflections and final deliverables.
- Conduct myself professionally and ethically throughout the experience.

S/U Evaluation

To earn a Satisfactory (S) grade, students must:

- ✓ Complete the required hours for their credit level.
- ✓ Participate meaningfully in approved project activities.
- ✓ Submit agreed-upon deliverables.
- ✓ Complete required reflections and progress updates.
- ✓ Demonstrate engagement with the learning process.

Failure to meet these expectations may result in a failing grade.

Signatures

I have reviewed and understand the expectations for Ideas in Action and agree to fulfill the responsibilities outlined in this Learning Contract.

Student Signature: _____ Date: _____

Mentor Signature: _____ Date: _____



Appendix (A):

Course Requirements & Assessment (Pass/Fail)

Ideas in Action is assessed on a **Satisfactory/Unsatisfactory** basis. Students are expected to complete the required hours for their registered credit level, actively engage in their project, attend scheduled check-ins, and submit all required deliverables.

Credits	Hours Required	Expectations	Sample Deliverables
1 Credit	35 Hours	Complete a project proposal, participate in mentoring/check-ins, complete a small-scale project, and submit a final reflection.	Single podcast episode, personal website, career exploration portfolio, event proposal, prototype concept, short documentary, research summary, community service project.
2 Credits	70 Hours	Develop a project plan, complete a project demonstrating skill development, participate in mentoring/check-ins, and submit documentation and reflection.	Podcast mini-series, portfolio website, campus initiative, prototype or MakerSpace project, educational resource, social media campaign, small business concept validation.
3 Credits	105 Hours	Complete a substantial project, provide progress updates, engage with stakeholders or community members as appropriate, and present outcomes and reflections.	Documentary film, community-based initiative, research project, product prototype, educational workshop series, website or app development project, student organization program, public event.
4 Credits	140 Hours	Design and execute a comprehensive project, engage with mentors and stakeholders, complete a significant final project, and present results through a portfolio, showcase, report, or presentation.	Startup venture pilot, multi-episode podcast or media series, community impact project with measurable outcomes, research study presented publicly, functional app or technology solution, major event or initiative, VR experience, professional portfolio or capstone project.



Passing the Course

To earn a **Satisfactory (S)**, students must:

- Complete the required number of hours for their credit level.
- Actively participate in project activities and mentoring/check-ins.
- Submit all required deliverables.
- Demonstrate thoughtful reflection on their learning and growth.

Criteria	Satisfactory Standard
Engagement	Student actively participated and met commitments.
Effort	Student demonstrated sustained effort appropriate to credit level.
Completion	Required deliverables were completed.
Reflection	Student articulated learning and growth.
Professionalism	Student communicated appropriately and met deadlines.

Project Flexibility

Projects should align with the student's interests, goals, and desired learning outcomes. Examples may include entrepreneurship, research, creative media, community engagement, technology development, sustainability initiatives, professional portfolio development, or other approved experiential learning activities.

An **Unsatisfactory (U)** may be assigned for insufficient participation, failure to complete required hours, missing major deliverables, or lack of meaningful engagement in the project experience.