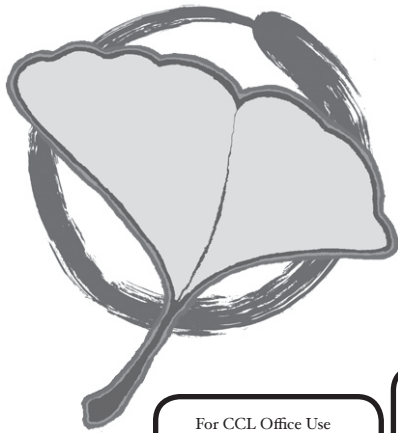




Antioch College
Center for Community Learning
**MONTHLY SERVICE
REPORT & REFLECTION**

TO COMPLETE THIS FORM:
Fill in information for every field below.
Have your site supervisor sign in the appropriate field.
Log your hours worked; add up your total monthly hours; indicate your total off-campus hours (if any).
List your weekly activities below.
Reflect on your experience on the reverse side.

For CCL Office Use Date Received: _____ Entered in CCL database? ☐	Check all that apply: AmeriCorps ☐ FWSP ☐ Bonner ☐ CRS ☐	I want my reflection kept confidential ☐ Check only if you want your reflection to be read only by the Bonner or CRS Coordinator. Confidential reflections will not be used for fund-raising or publicity purposes.	Month: _____ Term: _____
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Name: _____		Site: _____
Student Coordinator: _____	Supervisor: _____	
Supervisor Signature: _____		
Your Signature: _____		Date: _____

CHECK IF YOU ATTENDED A TRAINING THIS MONTH ☐ WHICH TRAINING? _____
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MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	WEEKLY TOTALS

USE THE SPACE BELOW TO BRIEFLY LIST YOUR WEEKLY ACTIVITIES

ALL HOURS WORKED
OFF-CAMPUS HOURS (if any)

MONTHLY REFLECTIONS:

If this is your final report for the term, skip below to the END OF SERVICE REFLECTION instructions.

Please write your thoughts and feelings about your service activities. Your Reflection should be no less than 250 words. Reflections must be typewritten. Please submit the Reflection attached to this form. Reflections may also be submitted electronically either by disc or email, in either text (.txt) format or MS Word (.doc) format. Disk submissions must be Macintosh-compatible.

Use the reflections to philosophize, question and explore your feelings and ideas. Please use the space at the bottom of the first page for reporting weekly activities, and the space at the bottom of this page for reporting problems/questions you may have regarding your site. Reflecting on the following questions before writing may be helpful (note - these are prompts, not questions to be answered) :

Has my work at my site or my interactions with the people there benefited me in any way? If so, how? If not, why?
How do I feel when I'm at the site? Why do I feel this way?
Have there been unexpected surprises this month? New challenges to face?
What memorable events or interactions happened this month? Why were they memorable?
What actions or initiatives might I want to take, or what changes do I want to make? What limitations have I faced?
What new questions are my experiences raising for me about college/our society?
Has anything been bothering me about my site, the people I work with or the work itself?
Do I feel I've had an immediate impact at my site? Why/Why not?
What is my idea of "service"? Am I having a difficult time reconciling receiving scholarship funds for service?

If you are opting to write a 1000-word End of Service Reflection instead of writing monthly Reflections, check here. ☐

END of SERVICE REFLECTION:

If this is not your final report for the term, follow the above instructions for MONTHLY REFLECTIONS.

IF YOU HAVE BEEN SUBMITTING MONTHLY REFLECTIONS:

This counts as your final monthly Reflection. Your Reflection should be no less than 250 words. Reflections must be typewritten. Please submit the Reflection attached to this form. Reflections may also be submitted electronically either by disc or email, in either text (.txt) format or MS Word (.doc) format. Disk submissions must be Macintosh-compatible.

IF YOU HAVE NOT BEEN SUBMITTING MONTHLY REFLECTIONS:

This counts as your entire Reflection requirement for the term. Your Reflection should be no less than 1000 words. Reflections must be typewritten. Please submit the Reflection attached to this form. Reflections may also be submitted electronically either by disc or email, in either text (.txt) format or MS Word (.doc) format. Disk submissions must be Macintosh-compatible.

Consider the Three Levels of Reflection (note - these are prompts, not questions to be answered) :

Myself: What have I learned about myself through this service experience? In what ways, if any, have my sense of self, my values, my "sense of community," my willingness to serve others, and/or my self-confidence/self-esteem been altered through this experience?

My Experience: What was your experience? What would you change about this situation if you were in charge? What have you learned about this agency, these people, or the community? Was there a striking moment of failure, success, indecision, doubt, humor, frustration, happiness, or sadness? Do you feel your actions had any impact? In what ways does this experience complement or contrast what you're learning in your classes?

The World Around Me: From your service experience, are you able to identify any underlying or structural issues which influence the issue or agency where you worked? How will this alter your future behaviors, attitudes, or career path? How is the issue or agency you're serving impacted by your work & what is going on in the larger political/social/economic sphere?

PROBLEMS/QUESTIONS RELATING TO MY SITE:

I'm having trouble getting enough hours at my primary site. ☐

I'm having trouble getting a reliable ride to my site. ☐

I'm having trouble getting enough secondary site hours. ☐

I rarely see my supervisor/I'm having trouble getting a signature. ☐

☐ **Other Questions/Concerns:**
