

*The BSC 494 Contract should be completed and submitted to 2727 Bostian Hall before the experience.*

### Course Description

BSC 494 provides an opportunity for students to gain experience with some aspect of teaching, including one or more of the following: course planning and preparation, leading or facilitating lessons or other educational activities, assessment in teaching, or education research. A minimum of 45 hours must be completed for each credit hour earned (3 credits maximum for a given experience). The experience must be arranged by the student and approved by the Department of Biological Sciences in advance. To gain approval, students must submit the completed BSC 494 Contract, signed by their 494 supervisor and by their academic advisor. If the experience involves education research, the supervisor is encouraged to require a research paper or poster presentation as part of the work expectations when appropriate. In addition to the work described in the contract, students will complete a series of reflective written assignments during and at the end of their 494 experience. Students can repeat BSC 494 for different or more advanced experiences, but there may be a limit on the number of credit hours that they can use toward graduation in their curriculum. Students must ensure that all aspects of the experience conform to the Code of Student Conduct.

### Learning Outcomes

After completing BSC 494, students will be able to:

- describe the goal of the course or project with which they were involved and their specific role(s) in the 494 experience
- describe the professional competencies they developed or deepened through their 494 experience
- explain how they applied their academic (in-class) experiences to their 494 experience
- describe the knowledge and skills they gained or further developed through their 494 experience
- describe how their 494 experience changed or strengthened their academic or career goals
- explain how their understanding of teaching and/or learning was impacted by their 494 experience

### Grading

This course is offered on an S/U grading basis only. Grading will be based on:

- a series of reflective written assignments to be completed during and at the end of the experience
- a minimum of 45 hours of work for each credit hour
- an assessment completed by the 494 supervisor at the end of the experience

### What you need to do to be enrolled (in this order)

- Consult with your advisor if you have questions about what sorts of experiences would be appropriate.
- Arrange an experience and complete the BSC 494 Contract (Sections 1-4) in consultation with the research mentor with whom you will be working.
- After you and your research mentor sign the contract (Section 5), take it to your academic advisor for their signature.
- Your advisor can indicate their approval of the experience and where on your degree audit the credits should be applied (Section 5). NOTE: BSC 494 will be moved to the appropriate place on your degree audit only after you have received an 'S' for your work.
- Return your BSC 494 Contract to 2727 Bostian Hall for departmental review and approval.
- Once your contract has been approved, the Department of Biological Sciences will add you to the course. In order to be enrolled in the current semester, you must submit a completed contract before the official university drop deadline. Academic Calendars for each semester can be found on the NC State Registration and Records website.

**1** Name \_\_\_\_\_ ID# \_\_\_\_\_  
Major \_\_\_\_\_ Advisor \_\_\_\_\_  
Supervisor \_\_\_\_\_ Supervisor's email \_\_\_\_\_  
Supervisor's phone \_\_\_\_\_  
Primary physical location of the experience \_\_\_\_\_

How many credit hours do you plan to earn? (choose one option)

- 1 credit (minimum 45 hours)
- 2 credits (minimum 90 hours)
- 3 credits (minimum 135 hours) (*You can earn 3 credits maximum for any given experience.*)

Start date \_\_\_\_\_ # of weeks \_\_\_\_\_ Approx. hrs per week (on average) \_\_\_\_\_  
Indicate the semester in which you would like BSC 494 to appear on your transcript:  
Fall / Spring / SS1 / SS2 (circle one) of \_\_\_\_\_ (year)

**2** Briefly describe the proposed experience.

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**3** What do you hope to gain from this experience with regard to the last five learning outcomes? (Refer to the Guidelines on page 1 or to the BSC 494 syllabus.)

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**4** Requirements - This space can be used to be more specific about work expectations and/or to include any additional requirements (e.g., paper, presentation, attending a meeting). Total work expectation (in terms of hours) remains 43 hours per credit hour. Students must also complete a series of reflective written assignments posted on Moodle. Supervisors are encouraged to require a research paper or presentation as part of the work expectations when appropriate.

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**5** Signatures-- all four signatures are required before we will enroll you in BSC 494.

Student \_\_\_\_\_ Date \_\_\_\_\_

<sup>1</sup>Supervisor \_\_\_\_\_ Date \_\_\_\_\_

<sup>1</sup>By signing, the supervisor also agrees to complete a brief online survey at the end of the experience.

<sup>2</sup>Academic Advisor \_\_\_\_\_ Date \_\_\_\_\_

<sup>2</sup>Please indicate where, on the degree audit, these credits should be applied \_\_\_\_\_

Departmental Approval \_\_\_\_\_ Date \_\_\_\_\_

**This section is for DBS Student Support Services use only.**

Completed contract received on (date & initials) \_\_\_\_\_

Student added to BSC 494 on (date & initials) \_\_\_\_\_

Grade of S / U reported on (date) \_\_\_\_\_ by (name) \_\_\_\_\_