**ALE Application Instructions**

Use this form for approval of a **NEW APPLIED LEARNING EXPERIENCE** (with or without funding). Additional information regarding definitions, outcomes, and criteria can be found on the REAL website:

http://www.tarleton.edu/real

**Applied Learning Definition:** Applied learning in the context of this initiative is as follows: Applied Learning Experiences (ALEs) engage students in real-world situations requiring them to put into action the knowledge and skills they are developing through academic coursework. These experiences help students to connect academic learning to the real world, enabling them to obtain and enhance the knowledge and skills required for employment, further education, and active participation in local communities.

**ALE Criteria:**

- The experience must address each of the REAL student learning outcomes (SLOs).
- The experience must meet the specific ALE area criteria and SLOs.
  - [http://www.tarleton.edu/real/SLOs/GeneralSLOs.html](http://www.tarleton.edu/real/SLOs/GeneralSLOs.html)
- The experience must require students to submit a written reflection of their experience in an e-portfolio that answers, at a minimum, the questions related to the REAL SLOs (see info on critical reflection [http://www.tarleton.edu/real/resources/Resources%20and%20FAQ.html](http://www.tarleton.edu/real/resources/Resources%20and%20FAQ.html))
  - The supervisor must assess the students’ written reflections with the given rubric and provide this data to the QEP Coordinator.
- The experience must require students to submit at least one additional artifact in their e-portfolio such as a poster presentation or PowerPoint related to the experience.

**ALE student learning outcomes (SLOs):**

- Students will analyze how this real-world experience enabled them to apply what they have learned from their courses, both in the major and core curriculum areas, and from their extracurricular experiences.
- Students will evaluate how the applied learning experience expanded their views of academic, political, social, cultural and/or economic environments and prepared them to contribute more meaningfully to a global society.

**Faculty/staff outcome:**

- The faculty/staff member(s) supervising the experience will teach and model for students the intellectual practices needed to analyze connections between content knowledge and real-world phenomena. We hope students and/or the supervisor are able to generate publications and/or presentations as a result of this experience.

For questions related to any ALEs or assistance developing your experience, please contact Dr. Wayne Atchley, watchley@tarleton.edu, x9601, the ALE office representative, or your college/division’s REAL Council representative (see REAL website).
Applied Learning Experience Application

1. General Information
   - Title of Experience: ________________________________
   - Instructor/Supervisor: ________________________________
   - Department/Division: ________________________________
   - Email: _____________________________________________
   - Phone: _____________________________________________
   - T-Box: _____________________________________________

2. Which type of Applied Learning Experience (ALE) are you proposing (mark one)?
   - Undergraduate Research/Creative Activities
   - Service Learning
   - Leadership
   - Internship/Practicum
   - Study Abroad/Study U.S.

3. When will this experience be conducted (semester/year): __________________________

4. Student Participation:
   - Estimate the number of students participating in this experience: _____________
   - Estimate the number of hours each student will spend on the experience: _______

5. List any partnering faculty, staff, disciplines, organizations, companies, etc. __________

6. Is this experience being done for course credit? (circle/boldface one)  Yes  No
   - If this is for course credit, provide the following information:
     Subject Prefix: __________ Course number: _________ CRN: __________
     Course title: __________________________________________

   Are you requesting funding to support this experience? (circle/boldface one)  Yes  No
   - If yes, how do you anticipate utilizing the grant funds (check all that apply).
     __________ Stipend* for the supervisor
     __________ Stipend* for the student(s)
7. Briefly describe the applied learning experience.

For help completing questions 8-11 below, see “Completing the Application” on the FAQ page: http://www.tarleton.edu/real/resources/real-faq.html or contact an ALE Council member.

8. Briefly describe how the ALE will incorporate the students’ holistic education (apply what they learned from their courses, both in major and core curriculum areas, and from their extracurricular experiences).

9. Briefly describe how the applied learning experience will broaden the students’ global perspective (views of academic, political, social, cultural, economic and/or other impacting environments).

10. Briefly describe how the applied learning experience will address the ALE area SLOs. (see http://www.tarleton.edu/real/SLOs/GeneralSLOs.html)

11. Briefly describe what you, the supervisor, will do to help the participants achieve the SLOs (#8-10 above) as well as develop their analytical reflection writing skills throughout the experience (e.g. journaling, status reports, analysis papers, integrating reflection prompts into exiting assignments, etc.).

12. Attach a syllabus or contract for the experience that includes:
   a. A statement notifying the participants this activity is being conducted as an applied learning experience and a description of how that will be accomplished.
   b. The REAL SLOs.
   c. The ALE area SLOs
   d. The inclusion of the e-portfolio reflection as a required component.
   e. The inclusion of at least one additional e-portfolio artifact as a required component.

13. By offering this course/experience as an applied learning experience, you agree to:
   a. Have the students utilize an e-portfolio (e.g. Chalk and Wire) for at least the reflection and additional artifact associated with the experience.
   b. Complete any requirements related to the ALE area.
   c. Provide feedback to the student on their reflection and other e-portfolio submissions so as to help them develop a quality e-portfolio.

Printed name of ALE supervisor: ________________________________

Applied Learning Experiences
Applied Learning Experience
ALE Application
www.tarleton.edu/real
real@tarleton.edu

Signature: __________________________
(Typed signature is sufficient for electronic submission)

Date: __________________________