

# Verification of Satisfaction of External Experience (EE) Not Automatically Recorded in a Course

(To be completed by a member of the faculty)

\_\_\_\_\_ (student's name) / \_\_\_\_\_ (student's ID) has completed

\_\_\_\_\_ unit(s) or \_\_\_\_\_ hour(s) of External Experience (EE) under my direction.  
(Student must complete two units, at 14 hours per unit, of EE in order to fulfill this General Education Requirement.)

Check one of the following:

\_\_\_\_\_ The EE occurred within the structure of the following named course and was evaluated as part of the grade for the course. \_\_\_\_\_ (Course)

\_\_\_\_\_ The EE occurred outside the scope of a credit-bearing course.  
**Student must attach a description of the activity, project, etc, and include a detailed explanation of how the activity addresses the EE component of general education at Lock Haven University.**

The EE met the following criteria for validity:

Yes    No

       The student performed satisfactorily in the EE.

       The student applied, exercised, or performed, in an educationally meaningful way and in a setting outside the classroom, skills and knowledge gained in the academic environment (i.e. internships, externships, University-sponsored opportunities for Community Service-Learning, or other experiential learning opportunities developed collaboratively between the student and the faculty member).

       The experience had an audience, a set of colleagues, or a group of beneficiaries that extended beyond the university classroom or beyond the university community.

       My discipline relates to the EE. I was involved in identifying the activity as an external experience before it began. (EE cannot be identified retroactively.)

\_\_\_\_\_ (printed name of faculty member)

\_\_\_\_\_ (signature of faculty member)

Date: \_\_\_\_\_ (deadline for submission is the same as that for submitting grades)

Approved by the appropriate Dean.

Yes

No

\_\_\_\_\_ (signature)

\_\_\_\_\_ (date)