

**Plant Science - Learning Contract for Undergraduates (Experiential Learning - EL)**

Instructions to Students: Please work with your EL advisor/supervisor to complete the following steps. The completed and signed contract must be submitted to the Undergraduate Program Director Dr. Nrupali Patel (npatel@sebs.rutgers.edu) by the registration Add/Drop date of the semester in order to get a Special Permission Number (SPN) to register for EL credits.

Step 1: General Information

Student Name	RUID
Email	Cell #
Major	Grad Date (Month/Year)
Name of the EL Advisor/supervisor	

Experiential Learning Experience

Start Date	End Date
------------	----------

Number of credits requesting:
(1 credit = 45 hours of work)

Type of EL Experience (choose one):	Research	Internship	Study Abroad
-------------------------------------	----------	------------	--------------

Is this experience:	Paid	Unpaid
---------------------	------	--------

Department / Org Name

Semester (e.g., Fall)

Year (e.g., 2026)

Course number
(select one from the drop
down)

This experience will fulfill the:

RU SEBS EL Requirement OR

RU SEBS elective credits

Schedule: The times (hours/week)
the student will be participating in
the research/project:

Summary of the proposed project:
(write in the space provided).

Step 2: EL Learning Goals

Instructions: Both the student and the faculty member/supervisor are to identify **three learning goals** for this course. How their learning and performance will be evaluated should also be included. At the end of the semester, the student will be evaluated by the EBE faculty member/supervisor on their learning performance.

The Grading and Assessment

- Planning of the project, registration of the course, and submission of the learning contract.
- Establishing learning goals.
- Documentation of the learning experience.
- Graded scholarly product.

Learning Goal #1:

Learning Goal #2:

Learning Goal #3:

Step 3: Scholarly product

Choose one of the following to submit at the end of the semester as part of the final grade:

Scholarly product

Written report

Journal article draft

Poster presentation

Oral presentation

Your scholarly product must include a 250 word reflection summary (see Canvas site for details).

Document the experience: Students should keep a daily log, journal, or notebook to document work hours, work experiences, lessons or skills learned, thoughts, etc. What was learned? What can be improved? What experiences were useful, and what were not?

Documentation (a copy of the report, PowerPoint, or poster, results of oral or written exams or quizzes, etc.) must be uploaded to the course canvas site at the time a grade is assigned by the advisor, supervisor, or employer as appropriate. The final grade will **NOT** be submitted until a copy is submitted for record keeping.

Grading: The student will be graded on their participation and performance as well as completion of their Learning Goals and scholarly product. Standard letter grades will be submitted by the supervisor.

Step 4: The student, advisor/supervisor, and Undergraduate Program Director (EL coordinator) approve this Learning Contract with signatures

EL Advisor/Supervisor Name & Title

Email

Phone #

Department/Organization

Undergraduate Program Director

Email

Phone #

Department/Organization

Student signature:

Date:

EL Advisor/supervisor
signature:

Date:

EL Coordinator signature:

Date:

NOTE TO STUDENTS: Rutgers students who participate in internships or research activity as part of the EL experience become ambassadors for the University and must behave accordingly. Key attributes include appropriate appearance and demeanor, promptness, reliability, courtesy, competence, and accountability. Communications (written and oral) must be clear and respectful. Pay attention to, and follow, laboratory or workplace protocols. Be professional.