

The LBC Form for Students

Declaration of a Learning Beyond the Classroom (LBC) Experience

Overview

The Learning Beyond the Classroom (LBC) experience provides an opportunity for all students in the College of Arts and Sciences to broaden their education to include exciting and rewarding involvement in a learning experience not commonly found in a traditional course setting. The LBC experience will help you develop knowledge and skills that are sought by employers, graduate schools and professional schools and are useful for life. Depending on the LBC experience you choose, the knowledge and skills learned can be discipline-specific, or more general, or a combination of both.

Learning Beyond the Classroom Experiences

The following is a list of the LBC experiences you can choose from:

- Internship/Practicum/Student Teaching Placement (involvement in organized, career-related activities supervised by an external agency, business, or organization, or by a unit of the University)
- Honors Thesis (conducting an independent project under the direction of a faculty member culminating in the writing of a thesis in fulfillment of the Honors program requirements)
- (Non-thesis) Undergraduate Research (involvement in a project under the direction of a faculty member that does not require the writing of a thesis)
- Teaching Assistantship (e.g., teaching a laboratory section of Chemistry 110)
- Service Learning/Civic or Community Engagement (e.g., substantial involvement in organized activities related to serving the community, such as working to develop and/or advocate for public policy)
- Study Abroad (arranged through the Study Abroad Office)
- Preceptorship (arranged through Departments)
- Other (with the approval of mentor and department chair/program director, another experience that meets the LBC criteria may be proposed as an alternative)

LBC Learning Objectives

While the options above provide a wide variety of opportunities for students to engage in activities beyond the classroom, a true Learning Beyond the Classroom experience is a *learning* experience. In order to fulfill the LBC requirement, the activities you engage in should provide opportunities to achieve **all** of the following learning objectives:

1. Independent learning
2. Higher-order skill development (e.g., research, applied writing, leadership, critical and creative thinking, etc.)
3. Problem solving and resourcefulness

In addition, your chosen LBC activity should make it possible for you to achieve **at least one** of the following objectives:

1. Professional development (e.g., learning about the world of work, professional behavior etc.)
2. Personal development (e.g., self-awareness, ethical values, resilience, social relationship skills)
3. Development of professional contacts and networking skills

The Two Main Ways to Complete Your LBC Requirement

1) Approved LBC courses (see attached list)

Certain courses are likely to provide structured opportunities for completing your Learning Beyond the Classroom requirement. The student and mentor are still responsible for ensuring that the approved LBC course fulfills the learning objectives listed above, and they must still complete all the documentation requirements spelled out on the LBC Form.

NOTE: Typically, regular courses do NOT count as fulfilling the LBC requirement, although students may seek an exception for courses that incorporate a substantial service-learning or civic/community engagement component, with the support and approval of the faculty instructor and department chair/program director.

2) Activities that are not part of a course

To qualify as an LBC, activities that do not take place in an approved LBC course must fulfill the learning objectives listed above, and must still be documented using the LBC Form. In addition, the student and mentor must ensure

- Academic Linkage: Does the activity involve a connection to or an application of academic knowledge in some way?
- Duration: Is the activity sustained over the course of the semester and of significant duration (e.g., 30 hours or more)?

Instructions

Before beginning any activities to fulfill the LBC requirement, you should:

1. Consult with your major advisor and/or faculty mentor to choose the most appropriate LBC experience for you.
2. Complete the LBC Declaration Form, including the short narrative.
3. Obtain all signatures.
4. Submit a PDF of the Declaration Form and your short narrative to the A&S Evaluator (**lbc@hartford.edu**). This form should be submitted before the end of the open registration period. Please label the file **Declaration_Lastname_IDnumber.pdf**. Once the evaluator receives the form, you will be enrolled in LBC 400.
5. Midway through the experience, complete the LBC Interim Progress Report (p. 2 of the form), obtain all signatures, and submit to **lbc@hartford.edu** labelled **Interim_Lastname_IDnumber.pdf**.
6. After completing the LBC, reflect on your experience (LBC Reflection, p. 3 of the form), obtain all signatures, and submit the completed reflection page to **lbc@hartford.edu** labelled **Reflection_Lastname_IDnumber.pdf**.
7. Upon receipt of the LBC Reflection documenting your successful LBC experience, the Evaluator will enter a passing grade ("P") for LBC 400.

Courses that may fulfill the Learning Beyond the Classroom requirement

(NOTE: Even courses that appear on this list must be approved as an appropriate LBC experience by the faculty mentor and department chair/program director. LBC paperwork must still be completed and submitted to the A&S Evaluator.)

BIO 100 – Cooperative Education Program (3 credits)
BIO 200 – Cooperative Education Program (3 credits)
BIO 300 – Cooperative Education Program (3 credits)
BIO 400 – Cooperative Education Program (3 credits)
BIO 401 – Biology Internship (3 credits)
BIO 402 – Biology Internship (6 credits)
BIO 403 – Biology Internship (9 credits)
BIO 404 – Biology Internship (12 credits)
BIO 482 – Honors Research in Biology (3 credits)
BIO 483 – Honors Research in Biology (3 credits)
BIO 493 – Special Problems in Biology (1-4 credits)
CH 282 – Introduction to Research (2 credits)
CH 283 – Introduction to Research (3 credits)
CH 482 – Undergraduate Research (2 credits)
CH 483 – Undergraduate Research (3 credits)
CH 484 – Undergraduate Research (4 credits)
CIN 480 – Cinema Internship (1-3 credits)
CMM 306 – Internship Program (3 credits)
CMM 307 – Internship Program (6 credits)
CMM 406 – Internship Program (3-6 credits)
CMM 407 - Internship Program (3-6 credits)
CMM 462 - Advertising Competition (3 credits)
CMM 471W - PR Campaigns (3 credits)
CS 100 - Computer Science Internship (1-3 credits)
CS 200 - Computer Science Internship (1-3 credits)
CS 300 - Computer Science Internship (1-3 credits)
CS 400 - Computer Science Internship (1-3 credits)
CS 480 - Independent Study in Computer Science (1-3 credits)
CS 481 - Independent Study in Computer Science (1-3 credits)
DRA 480 - Internship Program (3 credits)
EC 485W - Internship in Economics (3 credits)
EDS 444P Secondary Ed./Student Teaching (3 credits)
ENG 462 Aerie Internship (3 credits)
ENG 490 Internship (3 credits)
ENV 380 - Independent Study in Environmental Studies (1-3 credits)
ENV 385 - Internship in Environmental Studies (3 credits)
ENV 480 - Independent Study in Environmental Studies (1-3 credits)
GS 450 - Internship in Gender Studies (3 credits)
HIS 341P – Internship in History (1-4 credits)
HIS 342P - Internship in History (1-4 credits)
HON 493 – Honors Research (3 credits)
HON 494 – Honors Thesis (3 credits)
IS 380P - International Studies Internship
JS 306P/HIS 306/POL 376/SOC 306 – Archeology of the Land of Israel (3 credits)
JS 307P/HIS 307/POL 377/SOC 307 – Archaeological Field Methods and Material Culture (3 credits)
JS 380 - Independent Study (1-3 credits)

M 100 - Cooperative Education Program (3 credits)

M 200 - Cooperative Education Program (3 credits)

M 300 - Cooperative Education Program (3 credits)

M 400 - Cooperative Education Program (3 credits)

MWD 300P - Multimedia Web Design and Development Internship (1-3 credits)

MWD 301P - Multimedia Web Design and Development Internship (1-3 credits)

MWD 380 - Independent Study in Multimedia Web Design and Development (1-3 credits)

MWD 381 - Independent Study in Multimedia Web Design and Development (1-3 credits)

MWD 400P - Multimedia Web Design and Development Internship (1-3 credits)

MWD 401P - Multimedia Web Design and Development Internship (1-3 credits)

MWD 480 - Independent Study in Multimedia Web Design and Development (1-3 credits)

MWD 481 - Independent Study in Multimedia Web Design and Development (1-3 credits)

PHY 100 - Cooperative Education Program (3 credits)

PHY 200 - Cooperative Education Program (3 credits)

PHY 300 - Cooperative Education Program (3 credits)

PHY 400 - Cooperative Education Program (3 credits)

POL 481 – Student Internship in Politics and Government (3 credits)

POL 482 - Internship in Politics and Government (3 credits)

PSY 384P - Psychology Student Internship (3 credits)

PSY 488P - Psychology Honors Literature Synthesis (3 credits)

PSY 496P - Psychology Honors Research Proposal (3 credits)

PSY 497P - Psychology Honors Research Project (3 credits)

SOC 100 - Cooperative Education (3 credits)

SOC 200 - Cooperative Education (3 credits)

SOC 300 - Cooperative Education (3 credits)

SOC 318P – Internships (3 credits)

SOC 319 – Internships (3 credits)

SOC 400 - Cooperative Education (3 credits)

SOC 418W – Practicum (3 credits)

SOC 419 – Applied Research Internship (3 credits)

US 300 – Preceptor Experience (3 credits)