Let’s talk prints...

**Getting your IVP Fingerprint Clearance Card**

……………………→ What you need to know... ←…………………………

**SERVICE-LEARNING COMBINES ACADEMIC INSTRUCTION WITH MEANINGFUL SERVICE IN THE LARGER COMMUNITY.**

As a student in an EDU 220, 221, 222, 291, or EED 205 course you will have the opportunity to serve your community while learning about teaching in a course specific classroom in a school in the East Valley. The Early Childhood and Teacher Education Service-Learning Coordinator will place you in a classroom for service-learning each semester. Please email Carrie Braaten (carrie.braaten@cgc.edu) with any service-learning questions.

**Get Started in 3 Easy Steps...**

1. **Get Printed -**
   
   An **IVP** card is required! This card has Level One at the top and has **IVP #** at the bottom of the card. It takes 1-6 weeks so get fingerprinted right away!  
   *processing may take 12 weeks, if approved, with a criminal history*

   • **YOU WILL NEED:**
     - $65 paid online (Field Print)  
     **OR**
     - a cashier's check or money order (other agencies) order made out to AZDPS  
     **+**
     - The agency’s fee listed by location  
     - Acceptable ID (a driver’s license, state or government issued ID card)

2. **Choose Your Fingerprinting Agency-** to name a few...

   - **Field Print Arizona**  
     (AZDPS lists this agency as one that could take less time to receive the card)  
     2040 South Alma School Rd.  
     Chandler, AZ (many locations)  
     Fee $7.95 printing fee, 2 forms of identification  
     Mon-Fri. 8 am - 5 pm. Appointment required, schedule online [http://www.fieldprintarizona.com/](http://www.fieldprintarizona.com/)

   - **Community Wellness & Safety of Arizona**  
     522 N.Gilbert Rd. Ste. 104 Gilbert, AZ or  
     8400 S. Kyrene, Ste. 116 Tempe, AZ  
     Fee $10 printing fee  
     Mon– Fri. 8 am-5 pm.

   - **Arizona Livescan**  
     2820 S. Alma School Rd. Ste 12, Chandler  
     AZ (many locations)  
     Fee $20 printing fee, 2 forms of ID.  
     Mon– Fri. 9 am-6 pm.

3. **Attend a Service-Learning Orientation -**
   
   Attendance at an orientation is required for new students to the program. Mark your calendar for an orientation held in SC 140. No sign up required.

   **Week 2 of classes:**
   Wednesday at 2pm & 6pm  
   Thursday at 3pm

**Bring your IVP Card with an ID to the Student Center Pavilion Information Desk to be copied**

**So you can begin your service-learning!**

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*Don’t forget! In order to be placed for service-learning you MUST fill out the placement survey during the 1st week of classes!*
First Steps for Early Childhood and Teacher Education Majors

Service-learning combines academic instruction with meaningful service in the larger community.

**Steps for Service-Learning**

- Get fingerprinted for an IVP fingerprint card
- Fill out Service-Learning Survey
- Attend an ECTE Service-Learning Orientation
- Fill out confirmation & timecard during your service-learning

Service-learning placement by course requirement:

- EDU 221: Introduction to Education
  - Grades preK-12, 30 hrs.
- EDU 291: Children’s Literature
  - Grades preK-6, 20 hrs.
- EDU 222: Introduction to the Exceptional Learner
  - Grades preK-12, special education setting with a certified special educator, 20 hrs.
- EDU 220: Introduction to Serving English Language Learners
  - Classroom with at least one English Language Learner, 20 hrs.
- EED 205: The Developing Child:
  - Birth-3rd grade, 20 hrs.
- EED 261: Early Childhood Internship
  - Birth-preK, 80 hrs.

*No more than 30 hours are required for combinations of courses.

Your work experience could be substituted for service-learning!

- Do you work in a classroom during the school day (no before or after school programs or nanny positions)
- Must meet Course Requirements
- Work meets your future career goals
- For approval, fill out the placement survey or contact Joni.Burris@cgc.edu or Jennifer.Peterson@cgc.edu
- Must fill out a work experience confirmation and time card

*All work experience paperwork can be found by SC#108