

Faculty Application for Supplemental Instruction Services

Introduction and Program Overview

What is Supplemental Instruction (SI)? Supplemental Instruction is a student success program that provides **peer-led group study sessions for students** in order to help improve their understanding of course material and increase the effectiveness of their study skills. A trained SI Leader will support students attending all sections of the course you are applying for by facilitating SI study sessions outside of class. These SI sessions promote collaboration and other learning techniques in order to guide students through the material presented in class.

Which courses are approved for SI? Because there is a high demand for SI, it is necessary to evaluate where SI can have the greatest impact on student success and how we can provide the highest quality program possible. As such, an assignment of an SI Leader is based on:

- *Availability of SI Leaders
 - *Availability of Funds
 - *Course Enrollment
 - *Course success rate
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What is expected of an SI Leader? SI Leaders hold two or more SI study sessions each week. In addition, they collaborate with faculty to keep updated on course content and to develop SI study session or workshop module materials. SI Leaders are NOT personal or teaching assistants and should not perform duties such as grading, taking attendance, teaching class, or performing clerical duties. SI Leaders are solely a resource for students.

What is expected of faculty? In order for SI to be integrated successfully into a course and be most beneficial to students, faculty support is necessary. We ask that you make the following commitments:

- *Collaborate with your SI Leader at least once per week to discuss course content, test results, or other course related items.
- *Share resources with your SI Leader (e.g., a copy of the textbook and any necessary class materials including online resources).
- *Promote SI study and/or workshop sessions (e.g., regular announcements during class, email reminders).

To apply, please complete the form on page two of this document.

Application to Request Supplemental Instruction support

Please complete the application, sign, and submit via email to cave@saintleo.edu.

Name of faculty requesting services:	
Course Name/total # of sections:	
Contact information: email/phone:	
Department:	
Semester applying for:	
Have you received SI for this course in the past?	Yes; starting semester: _____ No

If you would like to recommend a specific student to be the SI Leader for your course, please provide student's name (and contact information if not a current SI Leader):

Please read the following agreement and sign your name below:

Faculty agrees and understands that an SI request **does not guarantee** an SI Leader. SI approval is based on course enrollment, course success rate, availability of funds, and availability of SI Leaders. The Center for Academic Vision & Excellence will consider all faculty recommendations and try to accommodate as many requests as possible while maintaining quality of service. Faculty recommendations are always appreciated and considered in identifying potential SI Leaders. Faculty agrees and understands that SI Leaders are hired, trained, and paid through the Center for Academic Vision & Excellence Department, and the SI Leader's responsibility is not limited to class attendance and SI sessions. In addition to attending class and conducting SI sessions, the SI Leader is obligated to perform other duties, which if not performed may result in termination of the SI Leader at any time. I have read the above and understand and agree to the above listed provisions and expectations.

Signature: (can provide a typed signature) _____ Date: _____

Title: (optional) _____

Thank you for taking the time to fill out this form!