Level 1 – Academic Coursework

Name: _________________________________________

Complete three academic courses. Successful completion is defined as passing a course with a grade of “C” or better (“passed” when graded on a P/NP basis). Courses that fulfill this requirement are divided into three categories: Leadership & Organizations; Diversity Awareness; and Special Topics in Leadership. **For Level 1, one course from each category is required.** Consult the Pre-Approved Course List for examples.

Note: Coursework completed for the S-L-C Certification Program can also be used to fulfill other General Education, University, or Major/Minor requirements (see your college or major department advisor).

**Petitions** – Students may petition to the program coordinator to accept any course in lieu of one of those listed on the Pre-Approved Course List by using the Course Petition Form (Appendix II). Transfer coursework that is roughly equivalent to applicable UCSB coursework will be accepted upon submission of a transcript and a Course Petition Form. It is recommended that petitions be turned in before completing courses, but petitions can be submitted before, during or after completion of a course. Upon approval or denial of a petition, the participant will receive confirmation by email from the program coordinator.

Along with this form, include the following in your portfolio:

- A copy of each course syllabus (required)
- Copies of relevant coursework/assignments (optional)

Note: A transcript is not required—we will verify your coursework with the Registrar.

**Leadership & Organizations**

These courses instruct and analyze individual, interpersonal and organizational theories as they relate to goal attainment and effective leadership.

<table>
<thead>
<tr>
<th>Course Department, Number &amp; Title (e.g. INT 20, University Success—Frosh)</th>
<th>Quarter &amp; Year</th>
<th>Grade</th>
</tr>
</thead>
</table>

**Diversity Awareness**

These courses foster understanding and analysis of global diversity. In particular, these courses promote awareness of marginalized and underrepresented communities in American society.

<table>
<thead>
<tr>
<th>Course Department, Number &amp; Title (e.g. Bl St 6, Civil Rights Movement)</th>
<th>Quarter &amp; Year</th>
<th>Grade</th>
</tr>
</thead>
</table>

**Special Topics in Leadership**

These courses promote knowledge of history and current events relevant to developing leaders. The content of these courses varies greatly based on the interests of the developing leader.

<table>
<thead>
<tr>
<th>Course Department, Number &amp; Title (e.g. Wm St 162, Critical LGBTQ Studies)</th>
<th>Quarter &amp; Year</th>
<th>Grade</th>
</tr>
</thead>
</table>

**Discussion Questions** – Answer these questions for each course. Attach additional paper.

1. What did you learn in the course? Address at least three overarching themes.

2. Discuss how this course advanced your leadership development. Identify at least two lessons.
Level 1 – Participation in One Student Organization

Name: ____________________________________________

Participate in one registered campus organization (including Associated Students) for at least five hours. Approved organizations and officer contact information can be found online at www.sa.ucsb.edu/orgs/.

<table>
<thead>
<tr>
<th>Dates of Participation</th>
<th>Total Hours of Participation</th>
<th>Organization</th>
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<table>
<thead>
<tr>
<th>Officer/Advisor Name</th>
<th>Officer/Advisor Phone</th>
<th>Signature – Sign only upon completion of documented hours.</th>
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</table>

Discussion Questions – Attach additional paper if necessary.
1. Why did you choose to be involved with this organization? What about the organization’s purpose appealed to you?

2. Has your participation in this organization enhanced your awareness of the University community and its constituents? If so, how?

3. Has your participation in this organization changed your sense of belonging at UCSB? If so, how?

4. Will you continue your involvement in this organization?
   a. If so, how do you plan to remain involved? Are there any goals you hold personally for this organization? Do you have new ideas about how this organization can effectively accomplish its mission?
   b. If not, what organization(s) will you consider joining instead? Why do you think it will be a better fit?

5. Identify at least two leadership lessons you learned from this experience.
Level 1 – The Leadership Challenge® Workshop @ UCSB

Name: ________________________________

Complete The Leadership Challenge® Workshop @ UCSB. This five-week workshop series includes training on the world-renowned Five Practices of Exemplary Leadership® and a personalized, 360-degree leadership assessment, the Student-Leadership Practices Inventory (S-LPI). The Leadership Challenge® is offered quarterly. Look up the next Introductory Workshop online at http://leadership.sa.ucsb.edu.

Discussion Questions – Answer the following based on the Leadership Challenge® workshop and your S-LPI results. Attach additional paper if necessary.

1. Which of the leadership practices and behaviors are you most comfortable with? Why?

2. Which of the leadership practices and behaviors could you practice more frequently?

3. Now, choose one practice or behavior that you could practice more frequently to discuss in the remaining questions:

   a. What would you like to be better able to do? Identify the practice or behavior.

   b. What specific actions will you take?

   c. What is the first action that you will take? Who will be involved? When will you begin?

   d. Complete this sentence: “I will know I have improved in this leadership skill when…”

   e. When will you review your progress? Provide a specific date (and mark it in your planner!)

Level 1 – Statement of Purpose
Complete this Portfolio Piece after you have finished The Leadership Challenge® Workshop @ UCSB.

Name: _________________________________________

Top Values & Goal Setting
While participating in The Leadership Challenge® Workshop, you identified your top five values. Record your top three values and use them to guide your responses to the following questions. Remember that you can add your own values if they are not already provided on the Values Sort worksheet.

What are your leadership development goals for the next three months?
1. 
2. 
3. 

How do you hope that your leadership will impact your immediate community within the next 3 years?

What are your leadership development goals for the next three years?
1. 
2. 
3. 

http://leadership.sa.ucsb.edu
Leadership Development Center
This form is valid for submission through August 2015.
**Level 1 – Community Service/Service Learning**

Name: _________________________________________

Perform community service (without pay or academic credit) for at least fifteen hours.

### Service Experience 1

<table>
<thead>
<tr>
<th>Dates of Service</th>
<th>Total Hours of Service</th>
<th>Organization</th>
<th>City, State</th>
</tr>
</thead>
<tbody>
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</table>

**Description of Service Performed**

**Coordinator Name**

**Coord. Phone**

**Coord. Signature** – *Sign only upon completion of documented hours.*

### Service Experience 2

<table>
<thead>
<tr>
<th>Dates of Service</th>
<th>Total Hours of Service</th>
<th>Organization</th>
<th>City, State</th>
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</table>

**Description of Service Performed**

**Coordinator Name**

**Coord. Phone**

**Coord. Signature** – *Sign only upon completion of documented hours.*

### Service Experience 3

<table>
<thead>
<tr>
<th>Dates of Service</th>
<th>Total Hours of Service</th>
<th>Organization</th>
<th>City, State</th>
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</tbody>
</table>

**Description of Service Performed**

**Coordinator Name**

**Coord. Phone**

**Coord. Signature** – *Sign only upon completion of documented hours.*

**Attach additional sheets if necessary.**

**Discussion Questions** – Choose one service experience and answer the following questions. Attach additional paper.

1. Identify which service experience you will reflect on.

2. What were the direct and indirect impacts of your service to the community?

3. Discuss how this experience advanced your leadership development. Identify at least two lessons.
Level 1 Completion Form

Once you have completed all Level 1 requirements, complete the required portfolio documents and turn them in along with this sheet to the Leadership Development Center in the Office of Student Life (2260 SRB). After your portfolio has been reviewed and approved, you will be notified and your materials will be available for pickup.

Name: _________________________________________

Level 1 Checklist

[ ] Academic Coursework
[ ] Community Service
[ ] Participation in a Student Organization
[ ] Statement of Purpose
[ ] The Leadership Challenge® Workshop

Anticipated graduation date (quarter and year): ____________________

Do you want to be recognized at the annual Leadership & Activities Awards (spring)?  [ ] Yes  [ ] No

Note: You can be recognized for completing a certificate before you have completed your degree(s).

Do you intend to complete Level 2 of the S-L-C Certification Program?  [ ] Yes  [ ] No

Discussion Questions

What is your personal definition of leadership?

List three specific ways that you have developed as a leader in the past year.

How has your leadership impacted your community since you began college?

Turn your complete S-L-C Certification Program—Level 1 Portfolio in at the Leadership Development Center in the Office of Student Life. After your documents have been processed, they will be returned to you. You are encouraged to keep and maintain a portfolio to share with potential employers and/or graduate programs.