



Dear Alderleaf Wilderness College Student:

Welcome to the Alderleaf Wilderness College program. Enclosed are an information sheet and various forms that must be followed carefully in order for you to receive Western State College credit for the Alderleaf Wilderness College course in which you are enrolling. You must be accepted for a specific Alderleaf Wilderness College course *before* submitting these forms to Western State College. Payment for the *course* is made directly to Alderleaf Wilderness College; payment for *credit* is made to Western State College. Enrollment for credit through Western State College must be completed prior to beginning the Alderleaf Wilderness College course.

One official transcript will be sent to you after Western State College has evaluated your learning objectives paper, instructor evaluations, and your grade has been processed by the Registrar's Office. If you need additional transcripts, contact the Registrar's Office at Western State College. You may obtain a Transcript Request Form at http://www.western.edu/reg/tran_request.html. Your signature must be on the request as well as your name, Social Security number, date attended, mother's maiden name if applicable, and the name and address of the person who will receive the transcript. Transcripts are \$4.00 each.

- _____ A. Information Sheet: This gives information about registration, tuition, grading/incompletes, evaluations, and Western State College.
- _____ B. Registration Form: Return this form and correct payment to our office. You must register for credit for all 6 modules, for a total of 18 credits. These credits are fall credits.
- _____ C. Disclosure, Disclaimer, and Waiver Form: Complete this form and return it with the registration and payment. **FEDERAL FINANCIAL AID IS NOT AVAILABLE FOR THIS PROGRAM OR COLLEGE CREDITS. NO GI BENEFITS ARE AVAILABLE FOR COLLEGE CREDITS THROUGH WESTERN.** Alderleaf Wilderness School offers its own financial assistance and VA benefits for their coursework. For more information, call 360-793-8709.
- _____ D. Learning Objectives: Within three weeks of the completion of your course, write your paper which addresses the five learning objectives and e-mail it to extendedstudies@western.edu
- _____ E. Instructor(s) Evaluation of Your Performance: Give a copy of the Instructor Evaluation Form to your Alderleaf Wilderness College instructor(s) when you arrive at the course. Remind the Instructor(s) to complete the form and mail it to Western State College Extended Studies or e-mail it at the completion of the course along with the evaluations that have been completed. **Note: This form must be returned by the instructor(s), not the student.**

Sincerely,

Extended Studies

Extended Studies, Ute 109, Western State College, Gunnison, CO 81231
970-943-2885 (phone) 970-943-3068 (fax)
Extendedstudies@western.edu
Revised June 8, 2011

Alderleaf Wilderness College Course

A. Information Sheet

18 credits can be received for the core curriculum. You must enroll in all 18 credits.

Naturalist Skills: The Plants, Animals, Ecology of N. America	3 credits	Environmental Studies 197
Wilderness Survival	3 credits	Recreation & Outdoor Educ. 197
Wildlife Tracking and Observation	3 credits	Biology 197
Ethnobotany: Edible, Medicinal and Utilitarian Uses of Plants	3 credits	Environmental Studies 197
Nature Based Education: Teaching and Leadership	3 credits	Recreation & Outdoor Educ. 197
Permaculture: Permaculture Design Course Certification	3 credits	Environmental Studies 197

Evaluation is based on ---

- * the student's completion of the course.
- * the student's written analysis including mid-year evaluation paper, final reflection paper, learning objectives paper
- * the student's fulfillment of the learning objectives as evaluated by the Alderleaf Wilderness College instructor(s).

Grading/Incompletes ---

Students are graded on a A,B,C,D,F basis. A student who is unable to complete the program for reasons beyond the student's control (e.g. illness, injury) may be withdrawn from the program. The student must withdraw from all 18 credits; no partial withdrawals will be processed. The student must submit this request in writing to Extended Studies prior to the conclusion of the program. No refunds are given for students who withdraw.

At the discretion of the instructor of record at Western State College, a student who is unable to complete a course for reasons beyond the student's control (e.g. illness) may be assigned an "Incomplete" (IN). The student must have completed more than one-half of the coursework at an acceptable level at the time of the request for an "Incomplete." The student and the instructor of record must agree upon a plan for the completion of the work within a time period not to exceed one calendar year. If the work has not been completed and the instructor of record has not removed the incomplete grade and recorded a grade on the student's permanent record within that time period, the "IN" will revert to an F.

If a student is sent home by Alderleaf Wilderness College due to behavior or disciplinary issues, Western State College reserves the right to process a failing grade based on the student's dismissal and failure to complete the course. Student does not receive a refund.

Registration can be completed by ---

Completing B. Registration Form, C. Disclosure, Disclaimer and Waiver Form, and submitting tuition of \$2,250.00 (payable to Western State College), which must be received by Western before you begin your Alderleaf Wilderness College course. Eligible high school students may apply for credit.

Western would also like to invite you to ---

consider a baccalaureate degree through our college. Western State College of Colorado is a four-year liberal arts and sciences college located in Gunnison, Colorado. Western's mission is to provide exemplary undergraduate education. Located in an alpine valley 7,735 feet above sea level, "Gunnison Country" has been called Colorado's most beautiful area. Professors in many disciplines find ways to draw upon the resources provided by the finest natural outdoor laboratory anywhere. For further information, call the Western Admission's Office at 1-800-876-5309.

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Alderleaf Wilderness College Course

B. Registration Form

Start Date: _____ End date _____

Naturalist Skills: The Plants, Animals, Ecology of N. America	3 credits	Environmental Studies 197
Wilderness Survival	3 credits	Outdoor Education 197
Wildlife Tracking and Observation	3 credits	Biology 197
Ethnobotany: Edible, Medicinal and Utilitarian Uses of Plants	3 credits	Environmental Studies 197
Nature Based Education: Teaching and Leadership	3 credits	Outdoor Education 197
Permaculture: Permaculture Design Course Certification	3 credits	Biology 197

Name _____ Social Security # _____ / _____ / _____
last first middle

Mailing address _____

City, State & Zip _____

Phone numbers _____
Home Work

E-mail address _____ Fax number _____

Sex: M () F () U.S. Citizen: Yes () No () Date of Birth: _____ / _____ / _____
Ethnicity: Caucasian () Hispanic () American Indian () Asian-Pacific () Black () Other _____ Withheld ()
Do you have a baccalaureate degree? Yes () No () Term/Year last attended Western _____ / _____

Refund/Cancellation Policy: Withdrawal must be processed through Western State College Extended Studies prior to the conclusion of the program. No withdrawals from individual modules, withdrawals must be from all 18 credits. Non-attendance does NOT constitute withdrawal. No refunds available for AmeriCorps vouchers. Full refunds will be processed if the program is canceled. A refund, less a \$50 cancellation fee, will be processed if you notify Extended Studies 48 hours prior to the program. No refunds will be allowed after the program begins. Returned checks are assessed a \$17 service charge.

Selective Service Information: Males who are 18 years of age or older, born after 1960, and who are not permanent residents of the Trust Territory of the Pacific Islands or the Northern Mariana Islands MUST be registered with the Selective Service to comply with Colorado law and to register for credit classes. Individuals not in compliance are subject to penalty of law and to withholding of transcripts.

Amount Due: \$2,250.00 **NO FEDERAL FINANCIAL AID IS AVAILABLE FOR THIS PROGRAM OR COLLEGE CREDITS. NO GI BENEFITS ARE AVAILABLE FOR COLLEGE CREDITS THROUGH WESTERN.** Alderleaf offers its own program financial aid and VA benefits: 360-793-8709.

Method of Payment: (Full *payment* in U.S. dollars is required with registration.)
_____ I have an AmeriCorps Voucher in the amount of \$ _____ to cover the cost of WSC credits and Alderleaf tuition. **SHOW PROOF OF YOUR AMERICORPS VOUCHER AT THE TIME OF REGISTRATION. SUBMIT YOUR VOUCHER ONLINE AT http://www.americorps.gov/for_individuals/alumni/myamericorps.asp. You must enroll in college credit through Western State College to use an AmeriCorps voucher. Your tuition to WSC will be deducted first from the voucher. The balance will be used for the course fees. No refunds available for AmeriCorps vouchers.**

___ Cash _____ Check or Money Order payable to Western State College
___ Visa ___ MasterCard ___ Discover Card Expiration Date _____ / _____

Name on card _____

Card# _____

I declare that the information provided is true and complete, that I wish to enroll for credit, and that the credit card information (if used) is correct and may be used to charge the card.

Signature: _____

**Alderleaf Wilderness College Course
C. Disclosure, Disclaimer and Waiver Form**

Alderleaf Wilderness College School Course

Dates: _____

Name _____ Social Security # _____ / _____ / _____
last first middle

I (WE) UNDERSTAND AND AGREE that participation in this Alderleaf Wilderness College course (the “Activity”) with Extended Studies and Western State College of Colorado is dangerous and involves risk and that I am (we are) cognizant of the risks and dangers inherent with such a course. Injuries could include, but are not limited to, sprains, contusions, fractures, paralysis and even death. I (We) also understand that I am (we are) not required to participate in this Activity, but that such participation is optional.

AS LAWFUL CONSIDERATION for being permitted by Extended Studies and Western State College of Colorado to participate in the referenced Activity, I (we) do hereby **RELEASE FROM ANY LEGAL LIABILITY, AGREE NOT TO SUE, CLAIM AGAINST, ATTACH THE PROPERTY OF OR PROSECUTE, AND FURTHER AGREE TO DEFEND, INDEMNIFY AND HOLD HARMLESS** Extended Studies and Western State College of Colorado, and all of their officers, directors, members, organizations, agents and employees of any injury or death caused by or resulting from my participation in the Activity described above, **WHETHER OR NOT SUCH INJURY OR DEATH WAS CAUSED BY THEIR NEGLIGENCE OR FROM ANY OTHER CAUSE.**

THIS IS A RELEASE OF LIABILITY. IF UNDER EIGHTEEN (18) YEARS OF AGE, SIGNATURE OF PARENT OR GUARDIAN IS ALSO REQUIRED.

This Agreement, made in the State of Colorado, County of Gunnison, shall in all respects be governed in accordance with the laws of the State of Colorado. Any action brought by either party to enforce any of the terms or conditions of this Agreement shall be brought only in such county. Each party consents to the jurisdiction and venue of the appropriate Court in such county.

IN WITNESS WHEREOF, I (we) have hereunto set our hand on the dates indicated the last such date governing the effective date of said Agreement.

Signature of Participant Date

Signature of Parent (if participant is under 18 years of age) Date

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Revised June 8, 2011**

**Alderleaf Wilderness College Course
Learning Objectives/Written Paper**

**Within three weeks of completing the course, you must e mail your paper to extendedstudies@western.edu
Your paper must contain an overview of your course and address the five objectives listed below.**

To help you in this process, it is recommended that you keep a detailed journal during your course which tracks your thoughts and experiences in each of the objectives. In the paper, please address each objective under its own subheading. Explain how your experiences on the program affected your growth in each area. Your paper should not be a copy of your journal or simply a documentation of what happened every day of your course. Rather focus on what you were learning using course experience as the backdrop. Describe what you were thinking about and the concepts you formed or accepted. Explain how you might apply this new knowledge to your current life. You can include pictures, poems, graphs, etc. to help you communicate.

Your paper must be typed and double spaced with a cover page, followed by a running heading and page number on each page of the text. Correct grammar and spelling is expected. Careless errors will distract from your presentation and will affect your grade. Use 12 point Times New Roman font and one inch margins. The paper must be at least 5 pages in length. Your paper will be evaluated on the following basis: 20% for proper format and clarity in your writing and 80% for content, including adequate and honest coverage assessing your fulfillment of the learning objectives.

Western State College will award credit, as well as a final grade, after you have successfully completed the program based on your instructor's evaluations, your mid-year self evaluation, final reflection paper, learning objectives paper, and after full payment of tuition has been received. Your final reflection paper, learning objectives paper, and instructor evaluations are **due within three weeks** after the completion of your Alderleaf Wilderness College Program. **You must e-mail your paper to extendedstudies@western.edu After e-mailing your paper, continue to check your e-mail as a reply confirming the arrival of your paper will be sent within 72 hours. If you do not receive that confirmation, resend your paper.** If we have not received your paper four weeks after the course we will make one last attempt to contact you. Sending a late paper will result in a lower grade. If no paper is received five weeks after completion of your course, a grade of unsatisfactory, "F", will be recorded.

OBJECTIVE #1: LEADERSHIP AND TEACHING SKILLS

Describe how different leadership styles impacted you and your course. Discuss how your leadership skills improved. How did your "leader of the day" go? What did you do well, what do you need to improve on? What feedback did you receive from the group?

OBJECTIVE #2: TECHNICAL SKILLS

Discuss the specific skills and techniques learned on each component of the course. Safety is always emphasized. Assessing risk and deciding which risk to take is different for groups and for individuals. Give an example of a risk that wasn't taken or was modified in order to keep your group safe. How will you determine which risks you will take in your life after completing this course? How has your judgment changed as a result of this experience?

OBJECTIVE #3: COMMUNICATION AND TEAM BUILDING

Good communication is essential for a successful course. Describe your groups attempt to communicate well and become a team. How did the instructors impact that process? What activities helped you learn to communicate better? Give at least three examples of times when your group communicated well and how that impacted the group. Describe at least two times communication was poor and how that affected your group.

OBJECTIVE #4: ENVIRONMENTAL PRACTICES AND SAFETY AWARENESS

Each environment you experienced called for particular techniques in order to preserve that ecosystem. Describe what LNT practices you learned for each environment. If they were different, why? You are now at home or at least in a different environment. How will you show respect for the earth and the resources you are using in your daily life?

OBJECTIVE #5: SELF GROWTH AND SERVICE

Experiential education states there is inherent value in learning and understanding the skills of how to live in the natural world, because it is, and always has been, our home. Does your growth reflect that? Describe areas of growth that you experienced. What are you most pleased with yourself? For those loved ones to whom you have returned, what would they say is most wonderful about the new you? If you have not allowed them to see a new you, why not?

Alderleaf Wilderness College Course

E. Instructor's Evaluation of Student Form and Student's Mid-year Self-Evaluation and Final Reflection Paper

This form, along with instructor evaluations, mid-year self evaluation paper, and final reflection paper must be returned by the instructor(s) and/or student within 3 weeks of completion of mid-year and final evaluation and papers. It can be mailed to the address below or the information can be e-mailed to extendedstudies@western.edu. If you would like this blank form e mailed to you contact extendedstudies@western.edu

Student Information:

Alderleaf Wilderness College Course: _____

Dates: _____

Name _____
Last First Middle

Instructor Information:

Name _____
Last First Middle

Mailing address _____

City, State & Zip _____

Phone Number _____ E-mail _____

Attach and mail or e-mail signed official copies of all of the evaluations done by the instructor (mid-year and final), mid-year self evaluation paper and final reflection paper.

Deadlines: Mid-year instructor evaluation and mid-year self evaluation paper is due by the end of January.

Year end instructor evaluation and final reflection paper is due within 3 weeks of completion of the program.

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