

I. Criteria

A. Qualifications of a Valid CSER

1. A student must serve a minimum of 20 hours with one organization in a single term.
2. CSER organizations must be one of the following:
 - a. Liberty University departments
 - b. 501(c)(3) non-profit organizations
 - c. Churches or religious organizations
 - d. Exceptions:
 - ✓ Civic Organizations
 - ✓ Public Schools and Universities
 - ✓ Nursing Homes/Retirement Homes
3. Organization representatives must complete a CSER contract to be an approved supervisor.
4. Each student must serve under one supervisor, and the service must not occur in a private residence.
5. The student and supervisor must complete the CSER registration and evaluation process in order for the student to receive credit.

B. Restrictions

1. Students may not earn CSER credit if they earn any of the following for the same service hours:
 - a. Monetary compensation
 - b. Academic credit
 - c. A scholarship
 - d. Fulfillment of court-ordered community service
 - e. Volunteer service at their place of employment*

**Students are ineligible to receive CSER credit with organizations or departments at which they are employed.*

Exceptions to these restrictions must receive prior approval from LU Serve. Without prior approval, a student's CSER may be denied or cancelled.

2. A CSER must fit within the framework and purpose of LU Serve, which may include any, or all, of the following:
 - a. Evangelism
 - b. Discipleship
 - c. Tutoring/mentoring
 - d. Civic and community services (this does not include political campaigning)
 - e. Community improvement
 - f. Alleviation of human suffering
 - g. Assisting the underprivileged and less fortunate
 - h. Education and development of children/adults
 - i. Educational assistance
 - j. Stewardship of the earth (Environmental projects, care for animals, etc.)

C. Exceptions

1. Earning CSER with a for-profit organization

- ✓ For-profit nursing homes and retirement communities may be approved for CSER on a case-by-case basis.
- 2. Earning CSER through an internship
 - a. Students may receive CSER credit for an internship at a non-profit organization provided that he or she do not receive either monetary compensation or academic credit for the internship.
 - b. If a student receives academic credit for an internship at a non-profit organization, the student may also earn CSER credit provided he or she volunteers a minimum of 20 hours of service above and beyond the hours required for the internship.
- 3. Earning CSER through an academic course
 - a. Students may not earn CSER credit for service hours that are required as part of an academic course. However, students may earn CSER credit through completing a Service-Learning component within an academic course. The student should read the Service-Learning policy (Section 5.E.) and the faculty must adhere to LU's Serve's [Service-Learning CSER Handbook](#).