Appendix B

Sponsored Independent Learning Contract

To be completed only by those participating in 220: Sponsored Independent Learning activities. (See instructions in the Professional Development Portfolio Guide.)

Learner Name: __________________________________________________________

CDR Credential:  ☐ RDN or RD  ☐ NDTR or DTR

Registration #: __________________________________________________________

Sponsor Name: __________________________________________________________

Title: _________________________________________________________________

Institution: _____________________________________________________________

Phone Number: _________________________________________________________

Spheres/ Competencies

Which spheres/ competencies from your Step 1: Learning Plan does this learning contract address? List all that apply.

_______________________________________________________________________

_______________________________________________________________________

Learning Outcome(s)

What do you intend to learn? Describe the learning outcomes (skills, knowledge, judgment, and attitude) you will be able to demonstrate following completion of the activity described in this learning contract. The outcomes must be measurable or observable, clearly stated, and focus on what you will be able to demonstrate.

As a result of my learning, I will...

_______________________________________________________________________

_______________________________________________________________________

Learning Resources and Activities

How will you accomplish each learning outcome? Describe the resources (physical and/or electronic) you plan to use to achieve the learning outcome and the activities (techniques and/or tools) you will employ.

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________
Target Number of Hours Needed to Accomplish Learning Outcomes

How much time will you devote to achieving each learning outcome through the activities described? List the hours you anticipate spending on each activity. You must keep track of these hours in order to receive CPEUs for the activities.

______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________

Target Completion Date

By what date will your learning outcomes be met? ____________________________________________

Evidence of Learning Outcome(s) Achievement

How will you know if you have achieved the learning outcomes? List the evidence you will use to measure achievement of your learning outcomes. (Examples of evidence include peer audit, chart review, completion of a project, publication, self-assessment, question-and-answer session.)

______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________

Sponsor and Learner Agreement

We have discussed the Independent Learning Contract and agree to implement the activities outlined in this plan.

Signature of Learner: ________________________________________________________________
Date: ____________________________________________________________________________

Signature of Sponsor: ________________________________________________________________
Date: ____________________________________________________________________________

Complete this section after learning outcomes have been demonstrated

I verify that the learner has devoted _______ hours toward achieving the learning plan outcomes and produced evidence of such achievement.

Describe the evidence and attach documentation, if applicable.

Signature of Sponsor: ________________________________________________________________
Date: ____________________________________________________________________________