Faculty: Partner Organization Search (CalStateS4)

Faculty can search our database of partner organizations in the CalStateS4 database. The instructions below explain how to access the system and search for partner organizations. The system offers several parameters to help you narrow down the search. This is intended to provide a starting point through which faculty can establish contact with community partners and begin exploring partnership opportunities for service learning courses.

Any sites in the system that have previously offered service learning or academic internships opportunities will appear in this system. Though sites may appear in the system, they may not be currently approved, have a current learning activity placement agreement, or have been in contact with CSUF for some time. Please note that all service learning sites and opportunities must be fully approved prior students beginning to serve with them. Please refer to the Service-Learning Administrative Requirements for Faculty for all requirements, including partner service opportunity approval.

IMPORTANT: This system is not meant to be used by students. Do not share this link with students as a means to secure internships or service placements. Refer students to the CICE Service-Learning Registration Instructions for instructions on how to find service sites.

### Accessing S4

1. Navigate to [https://apps.fullerton.edu/cice/](https://apps.fullerton.edu/cice/) and click “Faculty/Student Login”

   ![Faculty/Student Login](Welcome to CalStateS4 for CSU Fullerton)

   **ATTENTION ACADEMIC INTERNSHIP STUDENTS**

   * If using a desktop or laptop computer, log in as follows:

   ![Login](Login)

2. Use your CSUF portal credentials to log in

   ![Login](Login)

### Searching for Partner Organizations

1. Click the “Sites” tab

   ![Sites Tab](Hello Dem! What would you like to do?)

   Manage your courses
Enter the search parameters you wish to use in the filter boxes and click “Apply Filter.”

A list of organizations that match your search terms will appear beneath the search parameter boxes. Click on the title of an organization to review.

You should consider running multiple searches with different parameters.

Review the information to learn more about the organization. Use the Site Staff tab to find contacts at the organization whom you may reach out to.

If you are new to partnership development, consider scheduling an appointment with Robert Pierce in the CICE office for advice prior to any outreach.

For assistance with this system contact:

Robert Pierce
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