



COMMUNITY SERVICE FORM

Students are encouraged to participate in community service to provide an opportunity to make meaningful connections and enrich the lives of others by performing service for their community without receiving any external reward – **no form of compensation or pay**. This form must be completed with a non-profit organization. Community service hours will be added to enhance a student’s transcript. *Please see the reverse side of this form for eligible services and instructions.*

Student Name: _____ Class of: _____

Name of Activity/Event: _____ Date of event: _____

Name of Non-Profit Organization/Group Sponsoring Activity/Event: _____

Name of supervisor at Non-Profit Organization: _____ Phone #: _____

Did you work with a club/team/group on campus? _____ If so, list club advisor: _____

Which club/team/group did you work with? _____

Write five (5) sentences explaining what you learned or gained from completing community service:

DATE	TIME IN	TIME OUT	LIST ALL RESPONSIBILITIES	HOURS

To Be Completed AFTER Community Service Is Completed

I/we verify the above information to be correct for _____ hours of community service for the above activity completed by the named student.

Supervisor Printed Name **Supervisor Signature** **Date**

Parent Printed Name **Parent Signature** **Date**

Student Printed Name **Student Signature** **Date**

For Office Use Only

Date Hours Entered: _____ Initials: _____ Notes: _____

Community Service Options

High School students are encouraged to provide 48 hours of community service prior to graduation – 12 hours per year. Students who provide 100+ hours of community service over the course of their four years in high school will be recognized at graduation and receive a Servanthood Award Certificate.

Community service can be completed for a non-profit organization through:

- Church - Bus Ministry, Children's Church, VBS, etc. (*Soulwinning, Door Knocking, Choir, and/or Orchestra are not eligible for community service.*)
- Clubs
- Teen Evangelism (*Only hours at the Boys & Girls Club or Nursing Home will be eligible.*)
- Athletics (*Volunteering with a youth sports team, not playing on a team.*)
- Approved School Activities
- Community Activities
- An Individual

You are responsible for completing and documenting ALL your community service hours – teachers and coaches may not have forms and may not turn in lists of students completing work for their team and/or club activities.

Instructions for Completing Community Service Contract

1. Print clearly.
2. Complete all sections including:
 - a. Student name.
 - b. Graduating class year.
 - c. Name and date (*including year*) of activity/event.
 - d. Name of non-profit organization sponsoring activity/event.
 - e. Club/team/group involvement as well as club advisor's name.
 - f. Supervisor's name and phone number.
 - g. Write a five-sentence paragraph outlining student's involvement explaining what student learned from participation in activity and whether student would participate in this activity again in the same capacity.
 - h. List specific dates, times, duties, and hours completed for activity/event.
 - i. Obtain supervisor, parent and student signatures verifying hours completed.
 - j. Turn in the completed community service form to the School Office.