

COMMUNITY SERVICE GUIDELINES

Community Service should be the keystone of an educated citizenry. The purpose of community service is to provide students an opportunity to "give back" to the community that has fostered their growth thus far.

GRADUATION REQUIREMENTS:

Students must complete twenty (20) hours of community service by April 1 of their senior year. (This includes students who are enrolled in the regular day program and Alternate Education Programs).

Ten (10) of the hours may be accumulated by participation in school related projects. The remaining ten (10) hours must be completed in non-school volunteer activities.

Please note the following important guidelines:

- Students cannot receive pay for community service hours.
- Relatives cannot serve as site supervisors.
- Babysitting, house sitting, yard work and caring for family members and pets are not allowable community service activities.
- Participation in high school athletic programs, including manager, does not count as community service.
- Volunteering at for profit organizations is not allowed. Please see your counselor if you are unsure of an organization's status.
- Community Service required for course credit is not acceptable. Any community service hours above and beyond these required hours are acceptable.

ACCEPTABLE COMMUNITY SERVICE ACTIVITIES include, but are not limited to:

- Volunteering at a health care facility
- Volunteering at a not for profit day care facility
- Volunteering at religious events such as church sponsored fundraising events, church and community clean ups, altar serving, choir and holiday pageant participation and ushering
- Volunteering at political activities validated by the Republican and Democratic committees
- Volunteering at any non-profit organization (as noted by IRS 501©(3) designation)
- Activities for class, club or athletic program above and beyond required participation (for example: car wash, fundraising, etc) – NOT TO EXCEED 10 hours per school year

**STUDENTS ARE REQUIRED TO KEEP THEIR OWN RECORDS OF COMMUNITY SERVICE AND
SUBMIT A COPY TO THEIR SCHOOL COUNSELOR**

1/18/2013

APPLICATION FOR COMMUNITY SERVICE CREDIT

Date: _____

(Return to your counselor)

Name: _____ ID# _____

School Counselor _____ Year of Graduation _____

1. Name the group/agency where this activity will be performed _____

Address _____ Telephone _____

Supervisor of Activity/ Contact person: _____

2. Describe the nature of your service and the benefits to the community.

3. State the dates this service was performed.

Start date _____ Ending date _____

Total Hours _____

THE FOLLOWING SECTIONS MUST BE COMPLETED BY SITE SUPERVISOR

I certify that _____ has completed _____ hours in the
(Name of Student)
service described above.

Date(s) of service: _____

Supervisor's Signature

Supervisor's name (print/type)

Date

Supervisor's Position

For Counseling Office only: Verified by _____

Date _____