

Community Service Completion Form

Print all information in INK

Student's Name _____

Grade Level in School _____

Name of Service Activity _____

Location of Activity _____

Service Description _____

Date and Time of Activity _____

Adult Individual in Charge _____

Adult in Charge Contact Number _____

Hours/Minutes Completed _____

Yes, _____ met the requirements and completed the community service project successfully.

Adult in Charge Signature and Date

****Reminder: Turn in completed form to the Main office within 2 weeks of community service activity. Deadline for exam exemptions is MAY 1, 2020.**

****Fill out a separate form for each activity completed****

Community service hours are considered volunteer work completed for a non-profit organization that benefits the community. Work that is done for a teacher/faculty member during the school day will **not** be accepted as community service hours. A service for which any form of payment or financial benefit is received will **not** be accepted. Time spent during fundraising activities for athletics or clubs in which the student is a member will **not** be counted as credit toward community service hours. If desiring to work for an organization that is not on the list, students must receive permission from Mrs. Crownhart, Mrs. Bulfer, or Mr. Wissinger prior to working. Community service hours must be fully documented in ink on the form provided by AHS. **The form must be submitted to the office within two weeks of the date the service was performed.** In order to use hours for exam exemptions, they need to be turned into the MAIN OFFICE by May 1.

Expectations:

- Dress accordingly for the project
- Stay the entire time that you committed to unless you are officially dismissed
- Complete the entire task
- Be respectful to everyone
- Use appropriate language and communication skills
- Be on time
- Be aware of safety issues and following guidelines
- Thank the individual in charge
- File all paperwork with the office

Places Pre-Approved to do community service:

- Nursing Homes
- Churches
- Teen Turf
- Clipper Kiddies
- Lions Club
- City Hall
- Fire Department
- Hospitals
- Humane Society/Animal Shelter
- Depot Museum
- Lee County Tourism
- Krieder Homes
- Library
- 4-H Fair
- All others get prior approval