

Service Hours Signature Form 10/11

Student Name _____ Grade/Homeroom _____

Students may earn honor points for service performed outside of any school projects for each hour worked. These points would include, but are not limited to, helping a teacher, raking or shoveling for an elderly neighbor, free of charge, Summer Stretch work time hours, working at Harvest Festival, serving at weekend Masses or funerals, and babysitting in the nursery during evening school and church activities. All are excellent opportunities for working service hours.

Once a student completes a volunteer task, a Service Hour Form needs to be **SIGNED BY THE SUPERVISOR OF THE ACTIVITY, typically not a parent.** Students should turn in their form to their homeroom teacher at the end of each trimester. With the exception of Summer Stretch, Harvest Festival or other approved summer work hours, all service hours turned in must be completed within the trimester to receive points. For example, a volunteer experience completed in October must be turned in **NO LATER THAN December 8th** and will only count towards 1st Trimester points. For 2nd Trimester, hours must be turned in **NO LATER THAN March 16th** and will only count towards 2nd trimester points. For 3rd Trimester, hours must be turned in **NO LATER THAN June 9th** and will only count towards 3rd Trimester points. Please ask if you are questioning whether an activity will be considered service work. **Signatures are required to receive points!**

Service	# of hours	Date(s)	Signature of Supervisor
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

T1 T2 T3 Total Hours _____ (Circle the current trimester)