

COMMUNITY SERVICE LOG SHEET *(Complete Both Sides)*

Students are required to complete 40 hours of community service in order to graduate. The following rules apply:

1. Community Service is defined as volunteer service for an *approved non-profit agency*.
2. Students should earn 10 hours of CS each year at Lincoln (most school dances require CS hours in order to attend). Freshmen can begin accumulating hours during the summer before their freshman year. It is wise to have your CS opportunity approved by the administration prior to volunteering to insure that the agency qualifies and to guarantee your hours will be accepted.
3. Hours accrued through Camp Campbell or Walden West are limited to a total of 20.
4. Approved service for nonprofit agencies completed during the weekends or vacation time will be limited to no more than 8 hours a day.
5. Service hours completed on school days will be given for service completed after the normal school hours; service hours cannot be given for club meetings.
6. Make sure that this form clearly states the non-profit agency, contact person, and phone number so that its non-profit status and your service hours can be verified. Incomplete forms will be rejected. *(For a complete list of rules contact the A. P. of Activities. **Keep a copy of this form for your records.**)*



Last name _____ First name _____ Student I.D. _____ Year you graduate: _____

Date	Hours	Non-Profit Agency Name	Agency Phone Number	Supervisor's Name <i>(please print)</i>	Supervisor's Signature
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Total:		Student's Signature:		Assistant Principal:	

PLEASE NOTE: Only original forms will be accepted (duplicated copies will be rejected). The back of this form must be completed by your supervisor or the form will be returned.

THIS SECTION TO BE FILLED OUT BY YOUR COMMUNITY SERVICE SUPERVISOR:

Non-Profit Agency _____ Supervisor's name (please print) _____

Please provide a brief description of the volunteer's responsibilities: _____

Signature _____

Non-Profit Agency _____ Supervisor's name (please print) _____

Please provide a brief description of the volunteer's responsibilities: _____

Signature _____

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