

MPS COMMUNITY SERVICE VERIFICATION FORM Page 1 of 2
(A minimum of 25 hours of service must be completed between Feb. 1st and Jan. 31st)

*Students will earn 0.25 credits on a pass/fail basis by completing the service requirements. Your service grade is on your term 2 report card. **Please return this form to your Theology Teacher in your first Theology Class on or after FEBRUARY 1st.** If you meet the deadline, completely fill in the form, do service that follows the rules below and have all of your service verified you will earn a passing grade. Students who do not meet the deadline will not be permitted to take part in school social activities until 25 hours of service are done, verified and turned in.*

Please fill in **ALL** spaces in ink.

Name: _____ Student Number: _____ Total Hours: _____

Theology Teacher: _____ Theology Class Mod: _____ HR#: _____

Read all instructions before you do any service.

Your service may be done for any **non-profit organization**. A non-profit has tax-free status and has an IRS 501©3 number. Non-profits usually fall into one of the following groups: arts, culture, humanities; education; environment and animals; health; human services; hunger and homelessness; international, foreign affairs; social welfare and advocacy; religion related; charities; programs for aging people; and community or school athletic programs. For service opportunities, go to www.getconnectederie.org

What kind of service requires the approval of the Service Coordinator before I can do it?

- Helping an individual person or family requires permission from the Service Coordinator.
- Service to a member of your own family requires permission from the Service Coordinator.
- A service project that you design on your own must be discussed with and approved by the Service Coordinator before you begin.

What does not count as community service for your school requirement?

- Anything done in school hours or as part of a class cannot be used towards your 25 hours.
- **Babysitting is NOT permitted** unless the child care is done for a non-profit group.
- Volunteering to work without pay for a for-profit business (i.e. dentist office, auto dealership, bank, retail stores, dance studio, hair salons etc.) cannot be counted as community service unless you get permission from the Service Coordinator before you volunteer. Approval will be very uncommon and will require a statement from the business owner.

How do I verify that I did this service?

- Verifications may be a supervisor's signature **AND** phone number or e-mail address; a letter or a certificate from the organization you served; or an e-mail sent from the organization you served. Letters or e-mails must be attached to your paper when you turn it in.
- Parents who sign for verification must be the supervisor of the activity or event and should indicate that on the form.

My signature and that of my parent or guardian, indicates that we have read and understood everything in the instructions. **We verify that I did the service that is presented on the grid page of this form.**

STUDENT SIGNATURE: _____

PARENT/ GUARDIAN SIGNATURE: _____

