

## Community Service Hours Verification Form

Student Name: \_\_\_\_\_

ID Number: \_\_\_\_\_

Total number of service hours \_\_\_\_\_

Describe the service activities performed:

Name of Agency or Representative	Brief description of volunteer activity	Phone Number	Number of Hours	Signature of Agency Representative

Student signature: \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_

Date \_\_\_\_\_

**Please submit your form to Kim Gorman via e-mail, fax, or mail.**

**Ten hours minimum are required.**

[kgorman@kusd.edu](mailto:kgorman@kusd.edu)

fax : 262-359-5933

1808 41st Place Kenosha, WI 53140



### **Guidelines For Eligible Community Service Activities**

- Service activities may be performed through a non-profit organization, or a for-profit organization as long as the recipient of the service does not profit monetarily from it. (e.g. volunteering to help residents at a for profit nursing home.)
- Service may be performed with or for a faith-based organization, but activities must not evangelize or be religious in nature. (e.g. Volunteering at a church-sponsored food bank would be allowable. Volunteering to sing in the choir at a religious service would not fit the criteria.)
- Service activities must be performed without financial or other compensation.
- Students may not use court-ordered community service hours to fulfill the graduation requirement.
- All Kenosha Unified School District's behavior expectations and policies are in effect while a student is serving at the community agency site.
- The agency/organization must comply with all federal, state, and local laws that forbid discrimination on the basis of race, creed, gender, age, disability, religion or national origin.
- Starting with the graduation cohort of 2013, students must complete a total of ten hours of community service to fulfill the graduation requirement.
- Hours can be completed anytime during your high school enrollment. This includes the summer prior to 9<sup>th</sup> grade up through senior year, prior to annual deadline before Graduation.

**\*Upon completion of service hours, submit completed form to your Guidance Counselor.**