



Community Service Hours Verification Form

Student Name: _____ Grade/Cohort: _____

ID Number: _____ Number of service hours: _____

Date(s) of experience: _____

Name of Agency/Organization/Person: _____

Describe the service(s) activities performed:

Name of agency representative (please print): _____

Phone number: _____ E-mail: _____

Agency representative signature: _____ Date: _____

Student signature: _____ Date: _____

Parent/Guardian signature: _____ Date: _____

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 9th grade up through senior year, prior to annual deadline before Graduation.

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

For Office Use Only: Entered in IC: _____