



## Community Service Hours Verification Form

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

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

Date of experience \_\_\_\_\_ Number of service hours \_\_\_\_\_

Name of Agency/Organization \_\_\_\_\_

Describe the service activities performed:

Name of agency representative (please print): \_\_\_\_\_

Phone number: \_\_\_\_\_

Agency representative signature: \_\_\_\_\_ Date \_\_\_\_\_

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

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

**See reverse side for guidelines on eligible community service activities.**

**Upon completion of service hours, submit this completed form to your guidance counselor.  
Starting with the graduating class of 2013, all students must complete 10 hours of  
community service to graduate.**



## **Guidelines for 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.