

Palm Beach County High School Service Log

NAME _____ **Student #** _____ **Grade** _____

Community Service is defined as **non-paid volunteer work with a non-profit agency** (an organization that is established to achieve an objective or a purpose, not to make money). The following guidelines must be followed:

- Students may begin accumulating service hours as early as the summer prior to entry of the 9th grade year.
- Service should benefit the community at large. Working solely for an individual will not be acceptable.
- Hours must be documented in writing, with a supervisor's signature. **Parents cannot sign to verify their child's participation in an activity.**
- The following are examples that would **not** count as community service:
 - Rehearsal time for participation in a fine arts or performing arts program.
 - Club meetings to organize community service activities.
 - Practice time for sports and band.
 - Donating canned goods or items to gain community service hours.

Date(s)	Hours	Non-Profit Agency	Supervisor's Name (Printed)	Supervisor's Signature	Phone #

Total Hours (from all attached pages) _____ **Date submitted** _____

*Note: 20 hours are required for graduation, prom, grad night & parking decals. Seniors must submit hours by **December 12, 2017** Underclassmen should submit hours by **April 1, 2018**
 Hours required for Fl. Bright Futures Scholarships: Fl. Academic Scholar=100, Medallion=75 and Gold Seal Vocational=30*

Please plan ahead. Community Service Hours take approximately 2 weeks to be processed and to appear on your transcript.
 If the form is not completely filled out or the guidelines are not followed, your hours may be delayed further.

Hours are reported utilizing the Honor Code: I pledge, on my honor, that I have reported legitimate community service hours.

Student's Signature _____ **(Please keep a copy of this form for your records.)**

Please see the back for a more detailed description of the Community Service Guidelines for the School District of Palm Beach County.