



# ***Lehman High School***

## **Community Service Information and Guidelines** 2013-2014

Here are the steps that all seniors must complete in order **to earn their LHS Community Service honors and cords:**

1. All students **MUST** earn a minimum of **50 hours** of community service.
2. Hours are to be earned beginning April 1<sup>st</sup> of the student's junior year and completed and turned into Ms. Gonzalez (College & Career Office) by **May 1, 2014.**
3. Students must complete ONE Community Service Recognition Form/Signature Page, ONE Community Service Verification Form for EACH type of community service project, a cover page, and the reflective essay.
4. Students **MAY NOT** use community service hours that have also been used for making up attendance hours.
5. All students will use a 1 inch black binder for compilation of their community service project.

### **Reflective Essay Criteria:**

The essay you will write following your completion of your 50 community service hours should incorporate the following concepts:

1. How have your hours you have spent giving back to your community had an influence on your life?
2. Why do you feel community service is important?
3. How do you see community service as being part of your future?
4. What experiences did you take away from your community service project? How can those experiences help you in your future career?

Your essay should be neatly typed with correct grammar and spelling. We are looking to see that not only the community, but you, have benefited from the hours you have spent giving back to society.



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## **Community Service Recognition Form**

### **Commitment Signature Page**

*(This page is to be included as the cover page of your community service booklet/binder)*

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

Graduating Class of: \_\_\_\_\_

Total number of community service hours: \_\_\_\_\_

\*\*\*\*\*

I understand that, for the purpose of this project, community service is considered to be an act performed for the betterment of the community without receiving payment or compensation of any kind.

Volunteer work done for any organization that profits by the work done will not be considered.

The information presented in this notebook is genuine and may be verified, if needed. I also understand that no late projects will be accepted under any circumstances.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date



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## **Community Service Verification Form**

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

This form is used to verify that student has performed community service hours under your supervision. Please list the dates and hours served as well as a signature and contact information at the bottom. We appreciate your support in allowing our Lehman students to gain invaluable experience in serving their community.

<b>Name of Organization or Individual</b>	<b>Number of hours served</b>	<b>Date(s) of service</b>

Hours supervised by:

\_\_\_\_\_  
Print your name

\_\_\_\_\_  
Signature

Daytime Phone Number: \_\_\_\_\_

Email/or other contact information: \_\_\_\_\_

\*\*\*\*\*

*(For office use)*

Administrator/Counselor Approval: \_\_\_\_\_

*Completed forms are to be returned to the College & Career Center/Lehman High School*