

DELAVAN-DARIEN HIGH SCHOOL
Community Service Credit
APPLICATION/APPROVAL/VERIFICATION FORM

Last Name

First

Middle Initial

Graduation Year

Homeroom Teacher

INDIVIDUALIZED COMMUNITY SERVICE REQUEST

(Complete only if you are developing an individualized community service project).

Please attach a description of what you think your proposed project will include.

I have requested _____ (agency or individual name) to accept me for completion of a service project. If it is approved, I understand it is my responsibility to fulfill the time and service requirements that the project requires. Upon satisfactory completion of their service, I must complete the verification form and return it to the high school.

Student Signature

Date

PARENT PERMISSION

I, as a parent or legal guardian, give my permission for my child to work with _____ and participate in this project.

Parent/Legal Guardian Signature

Date

AGENCY OR PERSON SUPERVISING THE SERVICE PROJECT

The student listed above has worked with our group as a community service project. The student completed the following:

Agency or Person:

Supervisor:

Date:

Telephone No.:

Hours <i>(Max of 20 hours)</i>	Dates

*** All forms need to be submitted in the same year service is completed, no exceptions.**

STUDENT'S SUMMARY

In the space provided below, the student will need to write a brief explanation to summarize his/her experience with the service completed. What experiences did you have? What do you feel was personally most rewarding about the project? Problems encountered, if any? What did you learn that could help you in the future?

HIGH SCHOOL COMPLETION VERIFICATION

The student has completed the community service requirement.

Principal's Signature

Date

DELAVAN-DARIEN HIGH SCHOOL

Community Service Guidelines

Community Service shall consist of unpaid helpful acts that benefit another person or organization that services the residents of the Delavan-Darien School District.

Goals of the Program

- Test your leaning in the real world
- Make a difference in someone's life
- Accept a challenge and responsibility
- Learn firsthand about some of our community's issues, needs and problems
- Explore a career possibility
- Experience the satisfaction that comes from working without pay to help someone else
- Enhance employability by gaining work experience and references
- Work with skilled community leaders and professionals
- Develop civic responsibility and learn its value in a democratic society

Requirements

In order to qualify for a transcript endorsement, each Delavan-Darien High School student will perform 40 hours of community service. This program may be completed anytime during the four years of high school, including the summer before entering the ninth grade. However, a maximum of 20 hours can be completed on any one project in each year. The same project may be completed multiple times over the four years while the student is in school (i.e. student may work at the Booster Club food booth in grade 9 for 20 hours and grade 10 for 20 hours).

In order to qualify, student will need to complete the following:

1. Read carefully the guidelines for approval before the service is performed
2. Be sure the organization or individual being served verifies the service
3. Select a service that will benefit someone other than your own family or relatives
4. Expect no material reward; there should be none
5. Recognize that attending meetings or being on committees will not qualify as service credit

Select a Project

Each student may develop their own community service project or they may work with an agency, non-profit community organization or other groups benefiting people in need. You can be as creative as you like in choosing or developing a project. Select a project that will suit your individual needs, as well as be interesting and fun.

If you need ideas or help in choosing a project:

- Contact churches, schools, nursing homes, levels of government, scouting or 4-H representatives, etc for suggestions
- Talk to your parents or other adults
- Get suggestions from friends or other students who already started or completed their projects
- Discuss project possibilities with your guidance counselor or any of your teachers

Procedures

1. Obtain an Application/Approval form from the main high school office
2. Choose a community service project or develop an individualized project
3. Obtain all the necessary signatures for pre-approval (individualize projects only)
4. Perform the community service
5. Have the project verified
6. Write a brief summary of the project
7. Submit the completed form to the main office in the same year service is completed. There will by **no** exceptions for community service forms turned in late. The hours will be recorded and become a part of your permanent transcript.