Community Service Letter 2024-2025

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| **STUDENT GUIDELINES FOR COMMUNITY SERVICE LETTERS** |

**Accurate and completed logs are due to Mr. Vermeer by 3:00 p.m. Friday, April 11, 2025.
Late or incomplete forms will NOT be accepted.**

**If you have questions please contact Mr. Vermeer at** **avermeer@tempeunion.org**

To earn a letter, you must complete **at least 100 total hours!**

* You must complete your community service hours between **May 23, 2024 and April 11, 2025.**
* **You may ONLY count up to 50 hours of community service during the summer months.**
* You may earn up to a maximum of **50 hours** from any single organization.
* In order to receive a community service letter, you must give community service to at least **4** different organizations. Make sure you list each organization and the contact information.
* You may earn a maximum of **8 hours** per day for a weekend or weeklong activity.
* Signature and phone number of the event coordinator or supervisor must accompany all hours. NO PARENT SIGNATURES are accepted for verification purposes.
* A prime objective must be toward the good of others and not for personal gain. The project must be productive and benefit people who are in need of help.
* Your club/organization cannot receive any money for your services.
* Be specific! List each day and the number of hours worked that day. Incomplete forms will not be accepted.
* Travel to and from a community service event CANNOT be counted toward the community service letter.
* All community service hours must be for the services outside of your family.
* Court ordered community service hours cannot be counted toward the community service letter.
* Community hours cannot be used for hosting a foreign exchange student.
* The Activities Office has the final say on any questionable community service hours.

**C O M M U N I T Y S E R V I C E 2024-2025**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year in School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student I.D. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Community Service Letter** - a **minimum of 100 hours** of community service is required. Please document your hours on the form below. Each entry must have all the information to be counted. The event supervisor/sponsor must verify all hours. Participating seniors will also be recognized during the graduation ceremony. **Refer to guidelines for additional requirements.** Please copy this log if you are planning on turning it in for Senior Walk at the beginning of your senior year!**Please Remember:*** Community Service Logs are due by **Friday, April 11, 2025 by 3:00 pm. Late logs will NOT be accepted.**
* No more than 50 hours of community service will be counted during the summer.

**(Summer: May 23, 2024 – July 23, 2024; School Year: July 24, 2024 – April 11, 2025)*** No more than 50 hours of community service will be accounted per organization.
* Must give service to at least 4 different organizations.
* Hours must be rounded to the nearest half hour.
* Be specific about date(s) and hour(s) worked in that time frame. Total your hours for the year.
* **NO PARENT SIGNATURES** will be accepted.
* **If you have any questions, please email Mr. Vermeer - avermeer@tempeunion.org**
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| **Community Organization & Description** | **Date** | **Hours** | **Supervisor Name** | **Supervisor’s Signature** | **Supervisors Phone #** |
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| **Community Organization & Description** | **Date** | **Hours** | **Supervisor Name** | **Supervisor’s Signature** | **Supervisors Phone #** |
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