

Public Schools of the Tarrytowns



Sleepy Hollow High School DEPARTMENT OF COUNSELING AND GUIDANCE SERVICES COMMUNITY SERVICE STUDENT REPORT FORM

TO: Supervisor of Student Volunteer for Community Service
RE: Reporting Completed Community Service Hours

As I am sure you know, all students at Sleepy Hollow High School are required to perform 60 hours of community service as a part of their graduation requirements. Students may earn up to an additional 1/2 credit (maximum) for 60 additional hours. These hours may be earned over the student's four years of attendance.

We at Sleepy Hollow take this requirement quite seriously, and ask your assistance in helping us maintain accurate records for each student.

Please complete this form and have the student return it to his/her guidance counselor.

Thank you for your support of this program.

David Ziegler
Guidance Chair

Student's Name _____ Grade _____

Attendance report for the month of _____, Year _____

Dates Service Provided	Hours per day

TOTAL: DAYS: _____ HOURS: _____

Nature of service: _____

Comments if any: _____

Supervisor's Name: _____ Phone # _____

Organization's Name: _____

Would you like additional Community Service Workers? Yes / No

Sponsor's Signature: _____ Date: _____