NHS Service Guidelines 2026-2027

VOLUNTEER HOURS -- BASIC INFORMATION:

- **15 fall** community service hours must be entered into Schoolinks **between April 16, 2026 and December 8, 2026.**
- **A total of 25** community service hours must be entered into Schoolinks **between April 16, 2026 and April 15, 2027.**
- All members must enter hours in Schoolinks **DURING THE SAME MONTH THE HOURS WERE COMPLETED**. Hours submitted after the month ends in which the service was completed will be denied. For example, any hours served in August must be submitted and dated by August 31. However, if you volunteer on the last day of the month, you have a 24 hour grace period to submit by the first day of the following month. If you volunteer at an organization at the beginning of the month, but don't submit till the end, that organization may not remember or verify your hours, so it is recommended that you submit your hours as soon as you complete them. **All 25 service hours must be submitted in Schoolinks by April 15. Seniors will receive a purchase link for the graduation collar after their hours have been approved.**
- Community service hours earned at **JHS, KISD schools in the community, and non-profits** count as long as they meet current NHS guidelines.
- The student must **give 24-hour notice prior** to the **event's contact person** when canceling. Failure to do so will result in a warning.
- It is the expectation that members check Schoollinks regularly, as the responsibility is on the member to follow up on any hours that are denied or unverified. If hours are not **verified** in a timely manner, please reach out to the verifier. If hours are **denied (not approved)**, please **read the comments** provided and make appropriate edits.
- An adult member **of the organization** for which you volunteer will be **asked via email to verify** your hours. *Make sure to **get their email address** and **first and last name** when you volunteer.*
- It is the expectation that the sponsor of the event verifies the hours. For example, if your sports team volunteers together at the food bank, the volunteer coordinator of the food bank is your verifier, not your coach.

REQUIREMENTS FOR SERVICE

- Must be for a registered non-profit 501(c)(3) or be a school or retirement home/hospital (no doctor's offices).
- Must benefit the local community. The Fulshear/Katy/Houston area, including surrounding Fort Bend, Harris and Waller County communities.
- Must have direct supervision by the sponsoring organization. (For example, you cannot decorate bags for Lunches of Love at home and donate them.)
- Must be IN PERSON. Virtual hours, including, but not limited to, tutoring, performing, demonstrating, or teaching, do not meet eligibility.

VOLUNTEER HOURS: LIMITATIONS

- 10 hours maximum per day of active participation/service.
- Parents, students, family friends, NHS members or officers, **may not verify hours.**
- Participation in walk-a-thons, bike-a-thons, marathons, etc., to raise funds for a non-profit organization will be limited to the time it took to complete the course.

- Tutoring must be done IN PERSON and directly supervised by a Katy ISD teacher or through a 501(c)(3) organization. Tutoring may not be done online.
- All projects involving collecting items or donations will be done directly through NHS. You will not receive NHS service hours for donations that you complete on your own.
- Student community service organizations (for example P.O.W.E.R., Interact, Recycling Club,etc.), may count **only time spent doing the service, NOT time spent meeting.**
- Hours count when volunteering with student organizations (such as Student Council, HOSA, etc.) that sponsor a non-profit project **IF it is not a requirement/expectation of that student organization.**
    - ***Example:*** *Helping Student Council with a canned food drive for Katy Christian Ministries; Volunteering to help HOSA with their blood drive for the Red Cross. *Donating blood **does not** earn service hours, but volunteering to help HOSA run the blood drive does.**
- Service hours for senior events (prom, project grad, ect) may only be counted by underclassmen. Seniors may **not** count the hours because they benefit from this fundraising.

EXAMPLES OF VOLUNTEER HOURS THAT DO NOT COUNT

- Volunteering at **businesses that are not non-profit organizations** will **not** be accepted. *Examples: doctor's offices, sports gyms, sports teams, daycares, for-profit tutoring centers, your parent's office, etc.).*
- NO student founded 501c3s.
- Students may **not** include hours for any activity for which **pay** is received.
- Community service hours recorded for helping individuals or families in the community are not permitted.
- Members may not claim hours for service completed without having direct adult supervision by the sponsoring organization. Hours that are self-reported to an adult to verify will not be accepted.
- Members may **not** claim hours for **baking/preparing food, writing letters or essays, creating apps, social media research, digital designs, website creation or maintenance, media campaigns, social media posts, etc.**
- **Fundraising activities** for any organization in which the **student is a member** will **not** count.
- **No travel time** may be included in the hour calculation.
- Members may not submit hours for activities for other student organizations that are required of its membership or benefit ONLY its members and/or organization directly. ***If the student potentially benefits from the service OR if it is required/expected as part of the program, then the hours do not count toward NHS. For example, building props benefits the community attending the performance, but cleaning out an organization's closet only benefits the organization itself.***

Any unique circumstances, which do not fall under these guidelines, must be discussed with your NHS adviser prior to recording your hours.