



# Community Service Report Form

Current Grade: \_\_\_\_\_

Student ID #: \_\_\_\_\_

Student Last Name, First Name: \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Service Completion Date: \_\_\_\_\_

Community Service is giving back to society. It is helping others. You are **NOT PAID** a salary for community service. It involves VOLUNTEERING a minimum of 25 hours per year at one of the following:

- ✚ Hospitals
- ✚ Libraries
- ✚ Religious centers
- ✚ Senior citizen centers
- ✚ Nursing homes
- ✚ Orphanages
- ✚ City parks
- ✚ Government facilities
- ✚ Fire or police station
- ✚ Schools

Some common community service examples include:

- ✚ Working with schoolchildren
- ✚ Tutoring children after school
- ✚ Working with senior citizens
- ✚ Visiting residents of a retirement center
- ✚ Delivering meals to senior citizens
- ✚ Driving senior citizens to appointment

The steps below explain how to have your community service hours recorded with the school.

1. Complete the 2 page "Community Service Report Form" Type or Print clearly in ink.
2. Describe your service to the community.
3. Describe the impact you believe your service had on the community.
4. Obtain a letter from the place(s) you completed your community service hours and attach to the Community Service Report Form.
5. Letter **MUST BE ON LETTERHEAD** with an address and phone number of the organization you served.
6. The letter **MUST INCLUDE DATES** of service and **TOTAL NUMBER** of VOLUNTEER HOURS.
7. Upon completion of your volunteer hours, bring your documentation to your counselor and submit your community service paperwork for processing.

I have reviewed the Community Service Report and understand a **minimum of 25 hours per year**, to complete 100 by the senior year to be eligible for Bright Future Scholarship. Community Service is a part of the graduation requirement at Miami Beach Senior High School. **I have kept a copy of my Community Service Report for my records.**

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

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

Date: \_\_\_\_\_

DATA INPUT USE ONLY

Number of Hours: \_\_\_\_\_

Input by: \_\_\_\_\_

Date: \_\_\_\_\_

