



Forms must be turned in no later than 30 days after event.
If the event is in the summer, it must be turned in no later than 30 days after school starts!

Class of _____
Burleson High School
100 Elk Drive
Burleson, TX 76028
(817) 245-0000

COMMUNITY SERVICE VERIFICATION FORM

Please put only one Community Service Activity on a form

Name: _____
Last First Middle

Student ID Number: _____ Grade: _____ Hours worked: _____

Name of the community organization: _____

Description of work: _____

Actual date work was performed: _____

- Community Service codes: (Check the code that applies to the activity listed below.)
- CH - _____ Church (includes Mission Trips, VBS, Nursery, etc.)
 - CM - _____ Community Ministries (includes food/clothing/homeless projects)
 - CV - _____ Civic duties (includes City, Chamber, civic clubs, public Library, Honeyfest, etc.)
 - ED - _____ Educational (includes school activities, library, etc.)
 - MD - _____ Medical (includes hospital, nursing homes, etc.)
 - SP - _____ Sports (coaching, sporting events, concession stand, etc.)

Check the School Organization you are earning hours for:
_____ Key Club _____ National Honor Society Circle one - Group Hours or Individual Hours – FOR
NHS ONLY _____ ROTC _____ Other (specify Organization)

Signature of Adult Supervisor

Date

Printed name of Adult Supervisor

Organization

Phone Number of Adult Supervisor

Signature of Student

Date

Approved _____ Not Approved _____
Committee Decision _____

Signature of Committee Member Community Service Procedure

- Student will pick up the form from the House Office or Main Office.
- Student completes community service hours and the form with all necessary signatures and verification.
- Student returns the form to the Main Office and puts the form in the RED BOX marked Community Service.
- Approved hours will be stored in database.

The hours are to be completed outside the regular school day. A committee has designed a three-tier level recognition program that goes beyond the required component. The specifics of this program are outlined below:

25 hours – Bronze Level 50 hours – Silver Level 75 hours – Gold Level

- Award recognition will occur at a special spring ceremony and/or through special recognition at graduation exercises.
- A sample list of approved community service activities and organizations are listed below.
- Students may submit an additional request for consideration to the committee through approved channels.
- Credit for accumulation of service hours must be on approved campus forms and include committee approved authorized signatures. Parents/guardians and/or relatives may not sign documentation for service credit.
- All credit for community service must fall within the prescribed dates as delivered by the committee. These will vary from year to year due to calendar adoption, graduation dates, and or other critical dates.
- The committee and/or its representatives will periodically verify student data submitted.
- All decisions made by the committee may be appealed to the principal or the committee representative.

Samples of Approved Community Service

Adopt a Highway – trash removal
Adventure Alley – construction
Animal Shelters
Campus cleanup
Christmas toy drives
Clothing and can food drives
Coaching organized youth teams
Crisis Pregnancy Center
Habitat for Humanity
Harvest House
Health Organization – Red Cross etc.
Hospital Volunteer

Meals on Wheels – delivering meals
Nursing Home Volunteer
Odd jobs for the elderly – delivering groceries, mowing, etc.
Parks and Recreation – Cleanup
Political Campaigns
Project Celebration planning and cleanup
Public Television
Reading to the young
Schools – Special Olympics
Service Organization – Lions Club, Rotary, JCA etc.
Tobacco & Drug Awareness Programs
Tutoring