

Preapproved Activity (title) _____

ALL SENIOR SERVICE LEARNING HOURS MUST COME FROM THE PRE-APPROVED LIST WHICH IS ONLINE AND IN THE HIGH SCHOOL MAIN OFFICE
ALL SERVICE LEARNING HOURS ARE DUE **NO LATER** THAN **MAY 15** OF THE STUDENTS' SENIOR YEAR
 IN ORDER FOR THE STUDENT TO BE ELIGIBLE FOR GRADUATION FROM HIGH SCHOOL AND FOR TOP FIVE RECOGNITION

Student grade when **TURNING IN** this form

If NOT on the Preapproved List – you **MUST** obtain approval from Service Learning Coordinator **PRIOR** to completing the activity – submit this form with student information and organization/activity information filled out to service learning bin in the high school main office

NTHS Service Learning Approval Form

"You make a living by what you get. You make a life by what you give." ~ Winston Churchill

PART I - STUDENT INFORMATION

Student Name: _____

Student Signature: _____

PART II – AGENCY/SPONSOR/NTHS ADVISOR INFORMATION

Agency/Organization Name: _____

Agency Contact Person: _____

Phone Number: _____

Event/Activity Title: _____

Description of Service/Work: _____

School Official Use Only

Agency Signature	
Parent Signature	
Student Signature	
Reflection Included	
Hours Added	
Date Added	
Initials of School Official	

Agency Authorization of Hours Completed:

Date	Time		Hours Served
	Begin	End	
(example) 9/6/2014	(example) 4:00 am/ <u>pm</u>	(example) 5:30 am/ <u>pm</u>	1.5 (example)
	am/pm	am/pm	
	am/pm	am/pm	
	am/pm	am/pm	
TOTAL HOURS ON FRONT →			
TOTAL HOURS ON BACK →			
TOTAL HOURS SUBMITTED →			

❖ Use back for additional days and times

I authorize the above listed service hours have been completed.

Agency Signature _____

PART III – PARENT/GUARDIAN

I _____ authorize that my son/daughter has attended or may attend the above listed Service Learning event/activity.
 (Print Parent/Guardian Name)

Parent/Guardian Signature _____

*** STUDENT REFLECTION STATEMENT INFORMATION ***

One reflection statement is required to be submitted by the student by the completion of the 30 required service hours (see back of this form for details).

School Official Use Only

Date submitted to high school main office: _____



Agency Authorization of Hours Completed, continued:

Date	Time		Hours Served
	Begin	End	
	am/pm	am/pm	
	am/pm	am/pm	
	am/pm	am/pm	
	am/pm	am/pm	
	am/pm	am/pm	
	am/pm	am/pm	
TOTAL HOURS ON BACK (ADD TO FRONT IN THE CORRECT SPOT) →			

If more space is needed attach a separate sheet of paper to this

Service Learning Basics

A total of **30 hours of community service is required for graduation**. Many opportunities are available throughout North Tonawanda and Western New York. Hours must be completed outside the regular school day. Activities that take place during the regular school day do not count as community service. A list of approved agencies and events is posted online, in the main office, and throughout the high school. **Any community service activity that is not listed on the preapproved list must be approved as per the directions stated above.** The preapproved list will be updated periodically so check it more than once! All information pertaining to Service Learning is found on the high school web site.

A variety of service learning projects are offered through the clubs and academies at the high school. Join a club and get involved! Listen to the morning announcements and look for flyers around the school to get ideas of activities that are available.

Service Learning Forms are available in the main office and at the Service Learning web page at www.ntschoools.org under the high school page under departments. **Please be sure to keep a copy of your service learning records.** TURN IN COMPLETED FORMS TO THE MAIN OFFICE.

If you have questions, please complete an "I have a question!" form in the main office, call 716-807-3600 x1970 or email servicelearning@ntschoools.org.

REFLECTION STATEMENT

One reflection statement must be submitted by the completion of 30 hours of community service. Statements may be written below or on a separate paper and should address the following:

- ❖ The type and nature of the service(s)/activity that you performed
- ❖ How the service(s)/activity benefited the community or organization
- ❖ Your overall experience (positive, negative, indifference) and ***why***

