



MACON EAST ACADEMY COMMUNITY SERVICE FORM

Student Name: _____ Homeroom: _____

Counselor: _____ Yr. of Graduation _____

Title of Organization: _____

Dates(s) of Service/Time _____ Total # of Hours: _____
(Example is Monday, August 15, 2015 8:15 a.m. – 2:15 p.m.)

Please use the back of the form to list additional days/hours – on a separate sheet of paper stapled to this form.
Each day MUST have hours listed along with hours for each day.

Contact Person: Information:

Name(s) (Print) _____ Signature: _____
(I hereby verify the TOTAL hours of service listed)

Phone Number: _____ Email: _____

Date Approved/Signed: _____

Community service is an action, a “hands on” activity by an individual where there is no compensation or academic credit, whose effort will directly benefit others, Participation in an extracurricular or organization does not constitute as community service (Ex: Meetings or Rehearsals) Also, you may not count meetings/services for church, temple, mosque, or synagogue may not be graduated with Honor requirement. If you have questions regarding your church community event please see the College Counselor. Students 9-12 must have completed the 40 hours total for the Honors Graduate recognition. Students must complete 10 hours per school year, but no more than 20 in a year, as to not exceed doing them all at one event or one year. The Headmaster, or the College and Career Counselor must approve all service.

Describe in detail what was your community service: what was your activity, where was it done, did it benefit someone else, and how did it meet the school guidelines?

Student's Verification Signature: _____ **Date:** _____

Parent Guardian Signature: _____ **Date:** _____

PLEASE keep a copy for your records:

- _ Deposit the original form to the tray in the College and Career Office
- _ Questionable forms will be sent back with a note explaining that it needs further detail or what needs to be corrected

If you have any question please Mrs. Kelley Newell or email knewell@maconeast.net

FOR OFFICE USE ONLY:

Date reviewed: _____

Approved: _____ Reviewed: _____ Explanation: (see attached)

Updated on 7/7/15