



# Community Service Request Form

STUDENT NAME \_\_\_\_\_

DATE \_\_\_\_\_

**TO BE FILLED OUT BY PLACE OF EMPLOYMENT/SERVICE**

NAME OF BUSINESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

NAME OF SUPERVISOR \_\_\_\_\_

SUPERVISOR EMAIL \_\_\_\_\_

DESCRIBE DUTIES \_\_\_\_\_

Mon  Tues  Wed  Thurs  Fri

START TIME \_\_\_\_\_

END TIME \_\_\_\_\_

SIGNATURE OF SUPERVISOR \_\_\_\_\_

**TO BE COMPLETED BY PARENTS and STUDENT**

**REQUIREMENTS FOR COMMUNITY SERVICE:**

- (1) Gap time of 90 minutes or more is to be used for service opportunities.
- (2) Students must speak with the UCHS Principal to confirm and justify the request.
- (3) By signing below, parents waive any and all responsibility for personal injury liability during travel to and from, as well as while on the site.
- (4) The student must be able to be on campus for Chapel and required events.
- (5) By signing below, parents and students acknowledge that this experience will count as 0.5 high school credit provided the student satisfactorily completes 32 hours of service by the end of the semester and turns in the required paperwork.
- (6) Student must be in—and maintain—good academic standing for the approval of and continuation of service. (This includes but is not limited to keeping current with all course assignments.)
- (7) Community service must be for a non-profit association or a UCHS faculty member.
- (8) There will be a mid-semester evaluation to monitor job performance and progress made toward total required hours.
- (9) All hours must be completed and a completed and signed service hours form turned in **NO LATER THAN** the last day of UCHS classes for the semester.
- (10) Failure to comply with any of the above will result in forfeiture of the 0.5 credit.

PARENT'S NAME (PRINTED) \_\_\_\_\_

PARENT'S SIGNATURE \_\_\_\_\_

STUDENT'S NAME (PRINTED) \_\_\_\_\_

STUDENT'S SIGNATURE \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

PRINCIPAL'S SIGNATURE

DATE

This form **MUST** be completed, signed, and turned in by \_\_\_\_\_

**JANUARY 10, 2019** .

UNIVERSITY CHRISTIAN HIGH SCHOOL

To provide a Christ-centered education that inspires each student to achieve excellence in academics, moral character, and servant leadership.