



Middle School Service Hours Documentation Form

Service is a strong value of the Renaissance community. This form allows middle school students the opportunity to record and document their service hours. Unlike in high school, there is no set amount of hours required of middle school students.

Student Name: _____

Email address: _____

Grade: _____ **Today's Date:** _____

Service Details:

Name of Organization: _____

Description of Service Provided: _____

Date(s) of Service: _____

Number of Hours Served: _____

Organization or Teacher Verification:

Was service provided as part of a school activity?* Circle one: Yes No

*If service was part of a school activity, the teacher or staff member's signature is required below. If the activity was outside of school, someone from the organization must verify your hours.

Name of individual verifying student's hours

Signature of verifying individual

Student and Parent Verification:

I verify that I have completed the above-documented service hours. I understand that I must complete all parts of this form and obtain the proper signatures in order to receive credit for service hours.

Student Signature: _____

By signing below, I verify that I have given approval for my child to participate in this service activity, and that he/she has completed the hours of service as indicated above.

Parent Signature: _____

Renaissance Service Hours Guidelines

All aspects of service must be approved by a parent or guardian.

Service Hours NOT accepted for recording purposes (these are the same for both middle and high school students):

- Service for which pay was received
- Service which was performed for disciplinary or adjudicated purposes
- Any activity for family, friends, an employer, or private business
- Absence of approval by parent or guardian
- Activities rewarded by a badge, such as Boy and Girl Scouts