Community Service Approval Form

Print Form

Office of Teaching and Learning
Mat-Su Borough School District
501 N. Gulkana
Palmer, AK 99645
P: (907)746-9212 || F: (907)746-9292

Instructions: As approved community service is performed, a student must have his/her program supervisor document hours on a Community Service Verification Form. When the necessary number of hours (120 per half-credit) has been completed, it is the student's responsibility to turn in his or her verification logs to the school counselor. The counselor will then take necessary steps to see that one half-credit is noted on the student's official school transcript. Approval noted on this form indicates that a student's service has been approved; it is not an authorization for credit in advance. Students may earn up to a maximum of 1 credit of community service. Hours of service do not need to be completed in the same school year, but must be completed while enrolled in the MSBSD and before graduation. The original form is to be filed in the student's permanent file after approval, one copy is to be filed with the counselor, and one copy is for the student.

Student Name | Student ID # | Phone Number

Grade Level | Graduation Year

High School

Sponsoring Agency/Location

Supervisor(s)

Supervisor(s) Phone # | Supervisor(s) E-mail Address

Describe the community service you performed or intend to perform.

How did or will your community service benefit the community?

I have read and agree to follow the guidelines of the Mat-Su Borough School District's Other Credit Option Policy. I understand that it is my responsibility to submit the signed community verification log in order to receive credit.

Student Signature Date

Parent/Guardian Signature Date

Approval

School Counselor Signature Date

School Principal Signature Date

Community Service Verification Log

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Instructions: A separate verification log should be completed for each supervised community service activity

Student Name | Student ID # | Phone Number

Grade Level | Graduation Year

High School

Sponsoring Agency/Location

Supervisor(s)

Supervisor(s) Phone # | Supervisor(s) E-mail Address

Date(s)	Description of Community Service Activity	# of Hours	Supervisor Signature

Total number of hours 0

Note to the Registrar: Course Number 9960; Grade is Pass/Fail
A .5 credit may be earned for 120 hours of community service. A maximum of 1.0 credit of Community Service may be accumulated.