# **Colfax-Mingo High School**

### Community Service Project Sheet

Student Name\_\_\_\_\_ Date\_\_\_\_\_

**Project Description:** 

Hours Worked\_\_\_\_\_

(Please write out the number of hours like a check. Ex: 12 hrs 15 min/Twelve hours and fifteen minutes.)

Project Manager (please print) \_\_\_\_\_

Phone # \_\_\_\_\_Signature \_\_\_\_\_

Program/Organization\_\_\_\_\_

Approved by CMHS Committee Member\_\_\_\_\_ Community Service

# **Colfax-Mingo High School**

Minimum Community Service Requirement for Graduation: 80 hours over 4 years

Transfer in after the beginning of their freshman year will make the Community Service Requirement for Graduation: 20 Hours/Year or 5 Hours/Quarter.

Students can earn up to 4 hours per year for attending Community Service Meetings. (i.e. School Board Meetings, City Council Meetings, Fire Department Meetings.....)

### Guidelines for Meeting Community Service Requirement

- Students will do service in the community (outside of family, extended family, friends), preferably outside of school hours
- Students will do service which does not carry with it any form of reward or payment and must be approved by the Community Service Committee

#### Requirements for Receiving Community Service Credit

• Upon completion of a community service project, student must complete a Community Service Project Sheet. These are available in the Office or Cafeteria. After completion, turn sheets in to Mrs. Buehrer.

#### Guidelines for Turning in Community Service Hours

• Community Service Project Sheets MUST be turned in within 3 months of the project completion to receive credit.

#### Recommendation

 Ask a Community Service Committee member for pre-authorization to ensure you will receive credit for your project. Members: Mr. Jones, Missy, or Erica

#### COMMUNITY SERVICE HOURS MUST BE COMPLETED BEFORE GRADUATION