

Washington Unified School District

Make-up Service Learning Form 2019-2020

Students must complete **8** hours of service learning for a non-profit agency or charity group, a school, city or state agency, or a licensed nursing home or daycare. Service Learning is a graduation requirement for the Washington Unified School District. Students with missing Service Learning hours will be ineligible for work permits and sports. Students are not permitted to volunteer for parents if a parent owns their own business, unless that business is a non-profit. Completed Service Learning paperwork shall be turned into the box in the Assistant Principals' office.

Please see the reverse side of this form for instructions.

These hours were completed for my **9th grade** **10th grade** **11th grade** requirement (Circle all that apply)

Student Name: _____ Stu # _____ Current Grade _____ Class of: _____

Name of Activity/Event: _____ Date of event: _____

Name of Non-Profit Organization/Group Sponsoring Activity/Event: _____

Name of supervisor @ Non-Profit Organization: _____ Phone #: _____

Did you work with a club/team/group on campus? _____ If so, list club advisor: _____

With which club/team/group did you work? _____

Write a thorough and detailed paragraph of 6-10 sentences answering the following prompt: Explain why you did or did not enjoy this year's service learning experience. You may want to include new skills that you learned, people that you worked with and responsibilities that you had that you enjoyed and/or did not enjoy, did the hours encourage you or discourage you from doing something like this in the future? Please attach another sheet if necessary.

Date	Start time	End Time	Duties- What did you do? (Be specific)	Hours Worked

Please fill out the following AFTER the student has completed the activity:

I verify that the above information is true and correct for this activity and hours worked. Student was responsible, on time, and dedicated to this event and/or hours worked.

 Supervisor's Signature Date Parent/Guardian's Signature Date
 Student's Signature: _____ Date: _____

For office use only: _____ Initials: _____ Notes: _____

Answer these questions after finishing your work.

Explain in 3-6 sentences why you did not complete service learning hours for this (these) years. The more years you have missed, the longer your answer should be! Attach another sheet if necessary.

SERVICE LEARNING PAPERWORK TURN-IN PROCEDURE

After completing each section of the paperwork, check off the boxes below. Did you. . .

- Fill out the top portion of the form with your:
 - Student Name, ID number, grade level and graduating class year
 - Name and date of activity/event, and make sure to include the year
 - Name of non-profit organization sponsoring the activity/event
 - Club/team/group involvement (if applicable) as well as club advisor's name
 - Supervisor's name and phone number
- Answer the prompt in complete, legible, detailed, and thorough sentences. Failure to answer the prompt correctly, legibly, and/or with very basic sentences will cause you to have to rewrite the paragraph.
- List the specific dates, times, and number of hours worked for the event
- State what you did for each date you worked (Be specific)
- Obtain all signatures: supervisor, parent and student signature verifying the hours completed
- Take a picture with the supervisor **that shows location of activity or event.**
- Print photo and **staple to the BACK of the form.**
- Answer the question at the top of this page on why the service learning hours were not completed on time.

Turn in completed service learning paperwork packets to the appropriate drop box in the Assistant Principal's office by the due dates below:

Make-up forms for 12th grade due: December 2, 2019
12th grade: January 30, 2020
11th grade: February 27, 2020
10th grade: March 26, 2020
9th grade: April 23, 2020

IF YOU TURN IN SERVICE LEARNING PAPERWORK AND ANY SECTION OF THE FORM IS NOT FILLED OUT AS REQUIRED AND/OR YOU ARE MISSING SIGNATURES OR A PHOTO, THE HOURS WILL BE MARKED AS "FAILED" UNTIL THE CORRECTIONS HAVE BEEN MADE AND PROCESSED WITH THE AP OFFICE.

FAILURE TO COMPLETE SERVICE LEARNING HOURS EACH YEAR WILL CAUSE INELIGIBILITY FOR SPORTS AND/OR A WORK PERMIT BEING DENIED/REVOKED. SENIORS FAILING ANY YEAR OF SERVICE LEARNING HOURS WILL NOT EARN A DIPLOMA.