



Students for Community Service  
—Give a little. You'll get back so much more.

## Community Service 1 Completion Verification Form

The following steps must be completed in order to receive credit for Community Service 1:

**First**, complete the required hours of service.

**Second**, fill out the first two sections of this form.

**Third**, have the agency supervisor fill out and sign the bottom section of this form.

**Fourth**, return this form prior to the last day of the Com S 1 course.

**This form should not be completed or signed until all hours indicated have been completed.**

### Student Data

Name		Date
Address		City Zip Code
Phone ( )	Age	Major
Social Security Number		Class Standing: Frsh Soph Jr Sr Grad
Community Service Units/hours: 1 (15 hours per semester)		2 (30 hours per semester) 3 (60 hours per semester)

### Agency Data

Name of Agency		Phone ( )
Supervisor	Title	
Address	City	Zip Code

### Agency Completion Verification

This confirms that \_\_\_\_\_ has performed \_\_\_\_\_ hours of  
 \_\_\_\_\_  
 Name of Student  
 community service at \_\_\_\_\_. The duties which were performed  
 \_\_\_\_\_  
 Agency  
 on/from \_\_\_\_\_. (Please comment on duties and performance below.)  
 \_\_\_\_\_  
 Dates

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\_\_\_\_\_  
Signature of Agency Representative

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