

2023-2024 Service Hours Verification Form

St. Charles Catholic High School

100 Dominican Drive, LaPlace, Louisiana 70068

Phone: 985-652-3809 | Fax: 985-652-2609

Student's Name: _____ Current Grade: _____

Religion Teacher: _____ Class Period: _____ Graduation Year: 20____

Name of **NON-PROFIT** organization you served and service code:

(see Pre-Approved Service Project List for codes)

Name and Address of Organization:	Service Code: A B C No. _____
What service did you perform? <i>(Please be as specific as possible)</i>	
When did you perform the service? <i>(Specific dates and times)</i>	

Supervisor Contact Information *(person who supervised your service):*

Supervisor's Printed Name:	Phone No: ()
Supervisor's Signature:	

If service was performed with a parent: Number of hours performed and parent's signature: Number of hours: _____ Signature: _____

Total Number of Hours and Quality Points

No. of Hours: _____	Quality Points (circle one) 100 75 25
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PRE-APPROVED SERVICE HOURS PROJECT LIST

PLEASE NOTE: The overall objective of the service hour program is to affirm service. To help students select service hours projects there is a list of pre-approved service hour projects. The list of pre-approved projects is not exhaustive, meaning that other service hour projects may be done; however, any service hour project that is not on the Pre-Approved List **may be rejected** if the service project does not fit within the approval guidelines established by the service hours program. If you would like to do a service project that is not on the pre-approved list, please see the Campus Minister.

A Project List – 100 Points Per Hour (Projects that include person-to-person contact, training and preparation, and long-term commitment – weekly or monthly.)

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| 1. Coaching | 8. Nursing Home |
| 2. Mission Trips | 9. Retreat Leader |
| 3. Work in Food Meals for the Needy Program | 10. Summer Camp Counselor |
| 4. Tutoring (with a school or non-profit organization) | 11. Vacation Bible School |
| 5. Teacher Aide | 12. Volunteer Firefighter |
| 6. Special Olympics | 13. Homeless Shelter Visit/Serving the Homeless |
| 7. Refereeing Athletic Events | 14. Eagle Scout Project |
| | 15. Disaster Relief: <i>Manual Labor</i> |

B Project List – 75 Points Per Hour (Projects that include person-to-person contact and are short-term commitments – one to three days. Or projects that do not include person-to-person contact but are long-term commitments – weekly or monthly.)

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| 1. Christmas Giving Programs | 8. Relay for Life |
| 2. Ambassador Events/Open House Guide | 9. Sunday Altar Servers/Lectors/Choir |
| 3. Right to Life Awareness Projects | 10. Bingo for non-profit organization |
| 4. Thrift Shop | 11. Library Volunteer |
| 5. Blood Drive Volunteer | 12. School/Church Fairs |
| 6. Maintenance for any non-profit organization | 13. Fundraisers for any non-profit organization |
| 7. Thanksgiving Baskets/Thanksgiving Day Meal Delivery or Serving that helps the needy | 14. Disaster Relief: <i>Food, Clothing, or Item Drive</i> |

C Project List – 25 Points per Hour: (Assistance to an individual person only if no monetary compensation was received)

1. Babysitting
2. Yard work for disabled or elderly
3. Caring for grandparents
4. Grocery shopping for a grandparent or elderly neighbor.

NOTE: This is not an exhaustive list. Any project not on the approved list must get prior approval to be used for service hours. Any service hours done for an organization in **BUSINESS FOR PROFIT** WILL NOT BE ACCEPTED.