



CHARLES F. BRUSH SCHOOL

COMMUNITY SERVICE VERIFICATION FORM

(Charles F. Brush High School has the right to verify all information submitted)

GUIDELINES FOR COMMUNITY SERVICE CREDIT:

- Per South Euclid-Lyndhurst School District's policy, students must complete a minimum of ten (10) community service hours for each year enrolled at Charles F. Brush High School in order to fulfill graduation requirements. Students should submit at least the minimum number of hours at the end of each year. It is recommended that senior students have their total amount of required community service hours for graduation submitted at the end of Semester 1 of their senior year. **Students not fulfilling this requirement will not receive a diploma.**
- Community service work shall be voluntary with no payment rendered for service and must be completed outside of normal school hours. Service credit will only be accepted from non-profit organizations and/or for elderly or disabled individuals that are not capable of performing the work themselves. No service credit will be granted for work completed for students' immediate family (parents, siblings, aunts/uncles, grandparents, cousins, etc.)
- Community Service Verification Forms should be completely filled out and signed by the individual or non-profit organization, making sure to include a contact phone number for verification purposes. Students are urged to turn in completed forms into the Guidance Office upon the conclusion of each service activity. Students are encouraged to maintain a copy of this form for their records.

Student's Name: _____ Graduation Year: _____

Non-Profit Organization Name: _____

Elderly/Disabled Individual's Name: _____

Address of Organization/Individual: _____

Phone No. of Organization/Individual: (_____) _____

Date/Year Started: _____ Date/Year Completed: _____

Total Hours: _____

Brief Description of Activity/Service _____

By signing below you hereby verify that the above information is true and accurate, and that no payment was rendered for the community service project herein described.

Student's Signature: _____

Supervisor's Signature: _____

Date Signed: _____