



Community Service Cover Sheet

Last Name of Student

First Name of Student

Middle Initial

District MDCPS Student ID #.

Grade

Name of Non-Profit Organization

Hours Worked

Date(s) of Service

An official letter printed on business stationery describing the community services performed and the number of hours completed is required from the person who supervised your community service. The ORIGINAL letter and this completed form must be submitted to the Guidance Counselor in the Main Office.

I attest to the fact that I have read the Student Guide to Community Service and the information and letter that I have submitted are accurate. In addition, the community service I am reporting was conducted voluntarily and without remuneration.

Signature of Student

Date

PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION:

Community service is a high school graduation requirement. You must complete a minimum of 100 community service hours, a graduation requirement of Don Soffer Aventura High School. We recommend you begin your community service the summer before entering ninth grade. You are responsible to ensure that the total number of hours reflected in your academic history is accurate. Please retain a copy of this form and the letter for your records. Please contact your Guidance Counselor if you require assistance.

For Office Use Only:

PowerSchool

Total Hours _____

Date Entered _____

Initials _____

District

Total Hours _____

Date Entered _____

Initials _____