



Bright Futures Community Service Hours Pre-Approval Form

Student: Please complete this Community Service Agreement including required signatures and return to your school counselor for **pre-approval** prior to beginning any community service activities.

Student Information:

Student ID: _____ Date: _____

Last Name: _____ First Name: _____

School Counselor Name: _____

In accordance with HB 793:

I. THE SERVICE AGENCY AGREES TO:

- Assign the student to a **mutually agreeable schedule**.
- Document the student's attendance.
- Provide any appropriate observation and/or training.
- Provide documentation letter on agency letterhead that indicates the volunteer service hours which is signed by the student, the student's parent or guardian, and a representative of the organization for which the student worked, including dates of service and activities.

II. THE STUDENT AGREES TO:

- To identify a social, civic issue, or a professional area of interest
- Develop a plan for personal involvement in addressing the issue or learning about the professional area, as well as evaluating and reflecting on such experience through a paper/reflection.
- Serve the assigned service agency in order to receive training and volunteer experience.
- Adhere to all rules and regulations of the organization and always act in ethical manner.
- Participate in any required training sessions. Develop knowledge and skills necessary to provide effective service to the organization and its clients.
- Be responsible for providing own transportation to and from the site, as necessary.
- Be punctual and attend all scheduled hours. In the event of illness or emergency, notify the organization as soon as possible.

III. FINAL CONSIDERATIONS:

- Community service work for the Bright Futures scholarship must be volunteer work and prohibits any student from receiving compensation or academic credit for such work
- Paper/Reflection evaluating and reflecting on community volunteer service performed is required. Once approved student is responsible to upload into iPortfolio.



Bright Futures Community Service Hours Pre-Approval Form

IV. HOW DO I SELECT A MEANINGFUL COMMUNITY SERVICE PROJECT?

You should think about the following questions before selecting a community service project:

- What need or problem exists in the community that interests you?
- What project can you develop in order to work on this need or problem?
- Will your project provide an important service?
- Does the project match your interests, talents, and abilities?
- Are there any special qualifications you need in order to work on the project?
- Will you be able to spend the necessary time on the project?
- What planning steps are needed before beginning the project?
- Who needs to be contacted before the project begins?

_____ Social Issue _____ Civic Issue _____ Professional Area of Intent

Issue or Area of Interest: _____

Description of Planned Community Service Hours:

Pre-approval signatures:

Student Name: _____ Date: _____

Student Email Address: _____

Parent: _____ Date: _____

Address: _____

Phone #: _____

Service Agency Representative: _____ Date: _____

School Counselor Signature: _____ Date: _____

Approved

Not Approved