



OFFICE USE ONLY
FOR SCHOOL YEAR 2022-2023
Approved _____
Committee _____
Signature _____
School / Community _____

# Christian Service Verification Record

## A. STUDENT PORTION

\_\_\_\_\_

Last Name	First Name	Grade	School Year
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Name of Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_

Number of Hours Served: \_\_\_\_\_

How I served at this event: \_\_\_\_\_

What I found rewarding about this experience:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## B. AGENCY PORTION:

The student successfully completed the volunteer service as stated above.

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Printed Name: \_\_\_\_\_

Agency: \_\_\_\_\_ Telephone: \_\_\_\_\_

## C. General Information

Christian Service Hours are accepted from churches or non-profit community organizations **ONLY**.  
**Students can serve ONLY half of their total hours earned each year from SCS events/organizations.**

Activities for which a student will not receive approval include, but are not limited to:

- Services performed for monetary reward.
- **Services performed for a family member.**
- Court or school appointed service hours.
- Political campaigning.
- Activities which are primarily social rather than service oriented.

Hours served May 1 – September 30 - must be turned in by October 10

Hours served October 1 – December 31 must be turned in by January 9

Hours served January 1 - March 17 must be turned in by March 20.

Hours served March 18 - April 30 must be turned in by May 5.

**\*\*All seniors must have their service hours turned in by April 15<sup>th</sup> to receive credit.\*\***

**May 7 is the final day to turn in Christian Service Hours**  
**All deadlines are firm!**

## SCS Christian Service Requirements

The Christian Service graduation requirement recognizes the efforts of our students and meets the standards set to support Christian leadership and service in our students. Students must earn a minimum requirement of ten (10) hours of service each year in grades nine through twelve.

- Service hours can be earned for each academic school year between May 1 and April 30. Hours earned after April 30 will apply to the next academic year.
- There are 2 types of the service hours for students as they serve:
  - **Community Based Hours (CBH)** - 50% to 100% of their total hours served can be Community Based Hours (CBH). Community Based Hours (CBH) are hours served in the community led by a NON-PROFIT ORGANIZATION or SCS to benefit the community beyond our school (Examples: individual hours served for a non-profit organization, portions of minimester devoted to service, or service days off campus).
  - **SCS Based Hours (SBH)** are the second way of earning their service hours. The SBH option consists of hours served that are led by SCS for the benefit of SCS (Examples: concessions at a sporting event, Fine Arts Fashion Show, the yearly auction, etc). Students are not required to work SBH but can serve in this capacity to add towards their total hours served that year. Still, SBH can only account for 50% or less of their total hours served (Example: A student can only have 5 SBH as long as they have 5 CBH).
- At the end of the academic service year (April 30), an evaluation will occur to determine that the student has met the requirements for that year. In the event that the student has served more than 50% SBH of the total hours earned, the SBH that put the student over 50% will NOT count and will be removed from the student's final service report.
- Please make sure that you meet the deadlines of submitting your service hours.
  
- A list of organizations who allow teenage volunteers will also be available through the Bible Department chair.
  
- Activities for which a student will NOT receive approval include, but are not limited to the following:
  - Services performed for monetary reward
  - Services performed for a family member
  - Services performed for an individual that are not supervised by a non-profit organization.
  - Court or school appointed service hours
  - Political campaigning
  - Activities which are primarily social rather than service oriented
  
- Cultural Exchange programs (including mission trips and minimester opportunities) will be given up to TEN hours of credit per diem of service (no credit will be given for sleeping, travel, or mere touring activities). 10 hours will be the maximum number of hours that a student can earn per day.
- Service Verification forms will be available to the students in their Bible classes or on the SCS website. As soon as a project is completed, the verification form should be properly completed, signed and returned to the student's Bible teacher. Please make a copy for your records.
- SCS's Christian Service Board will determine whether or not to accept hours in certain situations.

The completed forms will be kept on file for each current year of service. In the event that the minimum hours for the year are not met, the student will receive an incomplete for his/her Bible course and have two (2) weeks to complete the hours. Following the extended two weeks, a failing grade for the Bible course will be given. This failure will impact the student's grade point average and will remain on the student's transcript until the hours have been completed and the service verification form has been returned. After the two weeks extended time, the highest grade a student can receive will be a 70 percent.

Achievement in Christian Service will be recognized and honored during the Spring Awards Ceremony. **Students will be honored for their service based upon the information recorded as of April 15, 2023.** Certificates will be printed for the awards ceremony only. The final report card will show all hours earned for the year and the final recognition award will be indicated on the report card but certificates will not be reprinted.