



# Chattanooga School for the Arts & Sciences

## Student Volunteer Verification Form

Please fill out this form completely. Incomplete forms will not be accepted or counted towards volunteer hour requirement. Student Volunteer forms **will not be accepted** without a supervisor's signature and contact information.

*Hours are only accepted from NON-PROFIT AGENCIES.*

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### Volunteer Verification Information

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Volunteer Date(s):** \_\_\_\_\_ **Number of hours:** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_

**Event Name/Description of tasks completed:** (can also attach documentation from the organization)

\_\_\_\_\_  
\_\_\_\_\_

**Supervisor's Name:** \_\_\_\_\_

**Supervisor's Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Supervisor's Signature:** \_\_\_\_\_

*Please turn in all completed forms to Ms. Jetton, Registrar by appropriate deadline.*

*Forms can also be faxed to the Guidance Office: (423) 209-5831.  
If you have any questions, please feel free to contact our office: (423) 498-6845.*

Office Use Only	Date Entered: _____	Processed by: _____
Rev. 9/2021	Previous Hour Total: _____	YTD Total: _____

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### III. Community Service

Part of CSAS's role in your education is to prepare you to be a good citizen of our school, our country and the world. One way we help to achieve this goal is through volunteer service. This is a unique requirement for a public school and one we take very seriously. Your participation in community service exposes you to a variety of valuable experiences that underscore the tenets of a Paideia school. All volunteer hours are due the second week of May. As a volunteer, representing CSAS you are expected to:

- Fulfill your obligation as assigned reporting on time and notifying agency of any absence.
- Represent CSAS in a positive manner.
- Make a positive contribution in the role you are assuming for the agency.
- Maintain accurate log of hours and obtain the necessary form and signatures for verification and turn in to Ms. Jetton, Registrar.

#### **Student volunteer hours** – **ALL** high school students must complete **100**

community service hours prior to graduation *regardless of when you are accepted for enrollment. All volunteer hours are due the second week of May.*

- 10 hours as a Freshman
- 10 hours as a Sophomore
- 30 hours as a Junior
- 50 hours as Senior

-CSAS Upper School Handbook

Agencies listed with the *United Way of Greater Chattanooga* are approved. Please see the Volunteer Bulletin Board in Guidance for the listings and volunteer opportunities.  
Vacation Bible School & Mission Trips max at 40 hours.

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