



WCA NJHS Community Service Hours Recording Sheet



Student Name (print): _____ School Name: _____

Activity/Organization Name and Description of Volunteer work	Hours completed	Date(s) work completed	Supervising Adult Name, Phone/Email (please print)	Supervising Adult Signature
1.			_____ _____ PH/EM:	_____ Date:
2.			_____ _____ PH/EM:	_____ Date:
3.			_____ _____ PH/EM:	_____ Date:
4.			_____ _____ PH/EM:	_____ Date:
5.			_____ _____ PH/EM:	_____ Date:
6.			_____ _____ PH/EM:	_____ Date:
7.			_____ _____ PH/EM:	_____ Date:
TOTAL HOURS:				

I certify that the information presented above is a complete and accurate record of my community service activities.

Student Signature: _____ Date: _____

Thank you for using your free time to provide service to others. WCA and NJHS define Service as “Work done with or on behalf of others without any direct financial or material compensation.” Using your time to build up your personal service portfolio is a great way to use your time away from school and speaks well of your commitment to serving others so fill this form up!

Notes regarding the use of this form:

- Be sure to obtain the signature of the adult supervising your activity at the conclusion of your service. The phone number or email address will assist the chapter adviser if confirmation of your service is needed.
- Make additional copies of this form if needed to accommodate your hours of volunteering. **Keep a copy for your records.**
- If the space in the form for the description of your work is not sufficient, attach additional information to this form and reference the name/title of your activity on the form itself with an annotation to “See attached” to ensure that the full description is reviewed.

Reminder: The decision regarding whether any of the service hours listed on this form count toward candidacy or member service obligations rests solely with the local Honor Society chapter. Consult with the chapter adviser if questions arise.