



Why volunteer? Although it is not required to graduate from District 308, students find volunteering personally rewarding, and it adds an extra component to resumes and scholarship applications. (It is recommended each student complete 25 or more hours of community service throughout their high school years.) Stop by the Student Services office to pick up a current list of opportunities in the community and a verification form. When you complete community service and turn in the information to Student Services, we can track your progress toward the ultimate goal of 150 volunteer hours. Once this goal is accomplished, graduating senior students will receive a special service cord of recognition to wear at graduation.

Please complete the following steps in order to record your Community Service Hours:

Step 1: After completing a community service activity, fill out the [Community Service Verification Form](#) and get the required supervisor's signature. You can print this form or "Make a Copy" of it and save it with your name and ID # so as not to alter the original form. Please make sure all information is filled in.

Step 2: Enter the service information into the [Community Service Google Form](#). Please make sure all information (including date & year) is filled in

Step 3: Once the verification form is full, please bring the signed form(s) into Student Services (after you enter the information into the google form) or send it to ahiltbrand@sd308.org so your service hours can be recorded.

During the Summer, please do not bring in or send your Community Service hours. Please wait until August to turn them in.

If volunteering for the same activity over an extended period of time (ex. Tutoring), enter it as one item in the google form (include the date range & total number of hours completed). The supervisor must confirm the **total** number of hours completed for that activity.

If volunteering for multiple activities, complete the google form for each activity (include date & year) along with getting the signature from each supervisor.

You will not receive credit for hours if the above steps are not completed. If you have questions, please come into Student Services so we can assist you.

PLEASE do not wait until the last day of school to turn in your hours. I would recommend doing them on a monthly basis or as frequently as you can!! **Seniors/Jr. Grads need to have their hours turned in by April 5th.**

Important Information for incoming 9th graders:

Once you have graduated from 8th grade, you can start earning community service hours for Oswego East High School. Please follow the steps above to start completing your service hours.



[Community Service Google Form](#)



[Community Service Verification Form](#)