



ONLY COMPLETED FORMS SHOULD BE SUBMITTED

2017-2018

Service Program Verification Form

Student name: _____ Current Grade: _____

Organization served: _____

Please verify that your organization is on the "Northland Approved Service Organization" list on our website located under the Campus Life tab before serving hours. If your organization is not listed, please contact Jeff Rogers via email (jrogers@northlandchristian.org). Service hours should be limited to actual hours served, not practice, rehearsal, travel and sleeping hours. All service hours are unpaid hours.

NOTE: Only 10 hours of the yearly requirement may be completed on campus in school-sponsored and school-approved events.

Briefly describe service performed:** _____

****IMPORTANT:** Service Hours not approved by Northland will not be entered nor credited toward service hour requirement.

Date(s) of service(s) performed: _____

Hours completed:

Organization name: _____

Representative printed name: _____ Phone: _____

Representative signature: _____

Representative email: _____ Website: _____

(Parents: Please do not sign this form unless you were designated as the official representative of the service project.)

IMPORTANT INFORMATION:

Service Hours are entered twice yearly -- at the end of the fall semester and at the end of the spring semester.

SERVICE HOURS forms are DUE DEC. 15 (for the fall semester) and MARCH 30 (for the spring semester) - NO EXCEPTIONS.

Please maintain copies of your service hour forms. NCS does not permanently store this documentation.

Please return completed forms to Central Administration, Building 1

FOR OFFICE USE ONLY Date submitted: _____ Hours credited: _____ Approved: _____