



Seycove Secondary School

School/Community Service Hours



Name: _____ Grade: _____ School Year: TERM 1 (17/18)

Activity/Event/Nature of Service	Sponsor Teacher/Staff	Sponsor's Initials	Code	Total Hours

Please see the reverse side for important instructions.

School/Community Service Hours

Important Information:

- It is the student's responsibility to keep a record of service hours, get sponsor signatures, and submit the form.
- Service hours are unpaid service provided to the school and Seycove community, and are not associated with Course credit.
- Each line should be a total of all the hours from one particular type of service for each month. Eg. A Student Council Member would write the total hours for the month on one line and have the sponsor sign off on the total.
- Each separate type of activity should be listed on a separate line.
- External service hours (beyond Seycove, Parkgate, and Family of schools) can only total 30 hours for the year, not 30 hours per activity. Please be specific about the type of volunteer activity that you've performed. (Code Z)
- Projected hours for May and June are accepted if the sponsor agrees, and must be submitted by Apr 15th.
- Submission of late hours (handed in after term due date) must be pre-approved by Ms. Eyton in person before being accepted.
- Hours are to be submitted for each **TERM** - **Term 1 due Nov 30** - **Term 2 due Mar 1** - **Term 3 due Apr 15**
- Please return completed forms to the collection box located outside Ms. Eyton's office.

Legend			
A	Student Council/Events	N	Teacher Assistant (for service)
B	District Leadership Student Council	O	Outdoor School (30 Hours Max.)
C	Music Council	P	Parent/Teacher Interviews - Helper
D	Yearbook	Q	Peer Tutor
E	Tech Crew	R	7/11
F	Grad Council	S	Library Assistant
G	Sport Team Manager/Coach	T	Office Assistant
H	Sports Official/Referee	U	Community Programs Event
I	Special Event	V	School Clubs
J	Christmas Event	W	
K	Auction	X	
L	International Student Ambassadors	Y	
M	Production Stage Hand/Setup	Z*	External Volunteer Activity-Attach letters with proof of hours

Night of Celebration Committee - Signature _____