

Ponte Vedra High School – Spring Service Project Approval Form

INSTRUCTIONS:

Do BEFORE the event:

- Contact the supervisor of the agency and discuss the work you'd like to do.
- **All service must be done at a non-profit organization in a collective manner.**
- **Complete sections 1 and 2 of this form (top & bottom) prior to the event.** (Give a complete description of the type of work, date, time.)
- Submit this form through **EMAIL** for approval (may take up to 3 days) to NHS advisors.
- **No projects will be approved after Friday, February 16th, 2018.**
- **Form due Friday, April 20th, 2018.**
- Once approved, complete section 3 of the form after completing the activity (must have supervisor signature).

SECTION 1

Student Name: _____ Grade : _____

- If done with a group of NHS members, please staple each group members form together.

SECTION 2

Organization: _____ Supervisor Name: _____

Phone: _____

Start Date: ____/____/____

Responsibilities: (be detailed)

Student Signature

Date

SECTION 3

Hours Serviced: _____ Completion Date: ____/____/____ Supervisor Signature: _____

IMPORTANT NOTE: It is the responsibility of the student to safeguard this form and turn in on time.