

Pinnacle High School

Volunteer Service Documentation

Student Name: _____ Grade: _____ Graduation Year: _____ School Year: _____

Name of Organization: _____

- This form must be completed in its entirety. One organization per sheet with up to four dates of service at that organization may be documented. For different organizations or more days, get a new Volunteer Service Form.
- Students should make a copy of this form for their records before it is submitted to the school.
- **The volunteer service must be done through a 501(c)(3) non-profit organization.**

Day of Service	Explanation of the Activity or Task Performed	Time In	Time Out	Total Hours for Day	Contact Person's Name and Phone Number	Contact Person's Signature (must sign for each day)

Total Hours: _____

REQUIRED: In one or two sentences, share what you learned about yourself while providing this service to the community.

Volunteer Service Guidelines

****In order to be in compliance with Pinnacle High School Graduation Requirements, students must complete and have documented 30 hours of volunteer service.** The volunteer service hours **MUST** be done before **May 1st** of his/her **senior year!!!** Students who have not completed this requirement will not be able to walk and will receive their diploma after the volunteer service is completed. Volunteer service is defined as providing a **service with a 501(c)(3) non-profit organization.**

What is Acceptable:

- Voluntary service that benefits the whole community!
- Voluntary service in a non-profit organization; for example: Animal Shelters, Mutt Savers, Boys and Girls Clubs, Children’s Literacy Center, Open World Learning, Habitat for Humanity, The Senior HUB, Nursing homes, Denver Rescue Mission, Girls Inc. of Metro Denver, Participation in a non-profit organization event (i.e. 5K Walk/Race for the American Heart Association), Adopt-a-Street Clean-up, The Salvation Army, etc.
- Animal hospitals, Butterfly Pavilion, Hospitals, The Denver Zoo – must be done through their established volunteer program.
- Any service beginning with the start of 9th grade.
- Completion by May 1st of the Senior year, except by prior approval of the principal.
- Any approved voluntary service at a non-profit organization outside of regular school hours.
- A maximum of 10 hours may be accumulated through Pinnacle Charter School

What is NOT Acceptable:

- Any work that is not completed for a non-profit organization, or does not benefit the whole community without prior approval by the principal.
- Any work for a friend/neighbor/individual that is not disabled.
- Any work for a “business” (office work, filing, answering phones, babysitting, landscaping, etc.)
Work for a charitable event sponsored by a business IS acceptable.
- Any service paid or for credit, for disciplinary or court-ordered purpose.
- Any activity for family, friends, neighbors or an employer.
- Any activity prior to that start of 9th grade.
- Any activities required for a class, sport, or club.
- More than 8 hours per day without prior approval by the principal
- Any activity completed during regular school hours, except that with prior approval of the principal.
- Any activity that is rewarded by a badge/award. (i.e. Boy Scout Eagle or Girl Scouts.)

IF YOU ARE NOT CERTAIN IF YOUR SERVICE WILL BE ACCEPTED, PLEASE ASK BEFORE DOING THE WORK!

If you have questions or would like more information on the volunteer service requirement for Pinnacle High School, please contact The Pinnacle Counseling Department at 303-412-2940.

	Office Use Only
<u>Volunteer Service Review Committee Notes:</u>	<u>Volunteer Service Approved:</u> YES NO

	OR		
Administrator Signature		Counselor Signature	Date

Date Recorded on Transcript: _____ **Signature:** _____

Previous Hours _____ **+ Current Hours** _____ **=** _____