

ARGYLE HIGH SCHOOL COMMUNITY SERVICE VERIFICATION FORM

**PLEASE PRINT

Student Name: _____ Today's Date _____

Graduating Class of (Year): _____

Place of volunteer work for a group or organization:

*NOTE: Volunteering to help a family member by mowing their lawn, does not count as community service.

Time and number of hours/minutes worked: _____

Date of Volunteer Hours: _____

Volunteer Activity Performed: _____

Students may record hours beginning June 1. All hours require an adult supervisor's signature on the date of the activity. All hours will be required to be completed by May 1st of each school year.

I verify that the student named above worked the number of hours stated on this form

on _____ (today's date).

Adult Supervisor's name: _____

****Can not be a parent/guardian****

Adult Supervisor's signature: _____

Supervisor's phone or email: _____

Thank you for providing a volunteer opportunity for our students!

Community Service Requirement

Process Details:

1. Students can use the hours they have accumulated beginning June, 1, 2023. All hours must be completed by May 1st of each school year.
2. Hours are prorated by year of graduation beginning with the 2021-22 school year.
 - a. Class of 2024 - 15 hours
 - b. Class of 2025 and beyond - 20 hours
3. Students can print a form from the school website under Student documents and may pick up a form in the office, or from their advisor. Students should use one form per event.
4. Once the form is completed, turn it in to your advisory teacher. The advisory teacher will enter the hours into a Google form so they can be uploaded to Skyward. Advisory forms should be collected and turned in to the Counselor's office.
5. The School Counselor will check hours when meeting with students to discuss graduation requirements.
6. Students are encouraged to complete as many hours of community service as they wish, however, only 5 hours will be counted each year toward the graduation requirement.
7. The school staff will ensure that every student has an opportunity to complete a minimum of 5 hours per year, but students are encouraged to find their own opportunities as well.

Staff Directions for Entering into Skyward

Click the arrow next to Home

Select Student Management

Select Students

Select Student Profile

Click inside the 'last name' box and start typing the last name

Select Com Serv Req on the left

Select Add on the right

Type in the date of the community service event, the number of hours, and a very brief description

Save