



COMMUNITY SERVICE REPORT FORM

All secondary students will be required to complete community service hours for graduation. Students will be required to serve the following number of hours for each year while at OCS. If the hours are not completed during that year, the unserved hours will carry over as an additional requirement the following year:

7 th – 10 hours	8 th – 15 hours
9 th – 20 hours	10 th – 25 hours
11 th – 30 hours	12 th – 35 hours

- Students may serve their hours during the preceding summer.
- Students must serve their non-OCS hours at an approved non-profit organization or doing non-paid volunteer work (not for a relative or family member).
- Students may receive half of their annual requirement if they attend the OCS mission trips or junior high history trip.

Student Name _____

Grade _____

Date	Place of Service	Beginning Time	Ending Time	Total Hours	Supervisor Signature	Supervisor Phone	Description of Work Done

Total Number of hours worked: _____

Parent Signature

Date

Student Signature

Date

Administrator's Signature for Approval

Date

For Office Use Only (082005)

Processor Name

Date Received

Date Processed

Hours