

Community Service Documentation Cornerstones Project of Episcopal High School

Comments to the Service Organization

Thank you for agreeing to help with the Cornerstones Project of Episcopal High School. Our intention at Episcopal is to go beyond having students simply fill a service requirement. We want our students to come away from their experience with an understanding of how an organization works, how it assists the community, and how volunteering is a responsibility of community life. We want this experience to be an inspiration and catalyst for how they will serve the community beyond their years in high school.

We ask that you explain the mission of your organization and how the work of the student affects the organization and the community. We encourage you to challenge the student to look beyond his or her assigned task into the larger meaning of your work. And we ask your help in accurately documenting the actual time a student worked for you.

Please submit a documentation form each time hours are served.

Name of Student _____

Agency Name _____

Date of Activity _____

Number of Hours worked (not counting driving to and from site) _____

Supervisor Signature _____

Contact telephone number _____

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I understand the **Episcopal Honor Code** says, "I shall be honest in all matters regarding the life of the school. My word may always be trusted, and I will always strive to be fair." I verify that the information on this sheet is correct.

Student Signature _____

Grade _____