



Student Service-Learning Verification Form

Complete this form in blue or black ink and submit to the School-Based Student Service-Learning Coordinator.

Submission Deadlines for this Student Service-Learning Verification Form:

- * October 15 (for any independent hours obtained between July 1 and August 30)
- * January 31 (for any independent hours obtained between September 1 and January 31)
- * July 15 (for any independent hours obtained between February 1 and June 30)

Section to be completed by the student:

Student Name: _____ Student Number: _____
 School: _____ Student Telephone: _____
 Student Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Email: _____ Grade in school _____

Remember that any Student Service-Learning independent activity must meet the Maryland State Department of Education's 7 Best Practices and include preparation or research, action, and reflection:

- ✓ *The Student Meets a Recognized Need in the Community.*
- ✓ *The Student Achieves Curricular Objectives.*
- ✓ *The Student Gains Necessary Knowledge and Skills.*
- ✓ *The Student Plans Ahead.*
- ✓ *The Student Works with Existing Service Organizations.*
- ✓ *The Student Works with Existing Service.*
- ✓ *The Student Reflects Throughout the Experience.*

Student Assessment of Service-Learning Activity

I. Discuss your preparation for the service-learning activity/activities by completing the prompts below.

II. In a well-written paragraph, describe the service-learning activity/activities that you completed.

Section to be completed by organization representative for independent hours:

Organization Name: _____
 Address: _____ City: _____
 State: _____ Zip: _____
 Telephone: _____ Email: _____
 Supervisor/Teacher: _____ Title: _____
 Signature: _____

Service-Learning Log

Date of Service	Organization Name	Hours of Service	Total Hours	Signature of Supervisor

Upon reflection, what did you learn about yourself and others?

Student's Signature

Parent or Guardian's Signature

Date

Date

For School-Based Student Service-Learning Coordinator and data-entry personnel use only:

Previous Independent Hours
 + Independent Hours for this activity
 = Total Independent Hours

Date of receipt _____

Signature _____

Title _____

***Once completed, the Student Service-Learning Verification form needs to be placed in the student's cumulative folder.**