

# GLASS CITY ACADEMY COMMUNITY SERVICE GRADUATION REQUIREMENTS



- Minimum of 25 hours prior to graduation.
- Volunteer hours must be for a nonprofit organization and the student may not be paid.
  - Non-profit organizations are organizations that serve the community in some way and do not benefit from their profits. They use the money they make to help the community around them. Examples of these are churches, animal shelters, food banks, elderly care centers, hospitals, etc.
- All community service opportunities must be pre-approved by the School Counselor.
- Students are responsible for making their own arrangements with the organization as well as providing their own transportation.
- Glass City will provide four group opportunities each year (See Counselor for info on dates, times, etc.)
- Students may obtain volunteer forms from the front office or School Counselor.
- Students should give the verification of hours form to the "supervisor in charge" at the site.
- All forms must be turned in to the school counselor or director where they will be verified.
- Incomplete or inaccurate volunteer forms will not be accepted or credited.
- Additional hours of community service will be accepted. 100 hours equals 1 credit. (Maximum of 2 credits per year.)
- The number of volunteer hours will be documented on the student's final transcripts.