York County School Division
Honors Program
Community Service Information Sheet

Definitions
- **Community:** Community is defined as a group of people with a common characteristic or interest living/working together within a larger society. For the purposes of the YCSD Honors Program, this definition excludes family members of the Honors Program student.

- **Service:** Service is defined as an activity that makes a contribution to the welfare of individuals/groups other than family members of the Honors Program student.

Criteria for Honors Program Community Service Activities
- The required 20 hours of community service is performed during hours outside of the regular school day from the end of the sophomore year through the first quarter of the senior year.
- The service is rendered as an act of goodwill to an individual/group within the community.
- The student performing the service receives no monetary benefit from the service.
- The Supervisor of Service is an adult who is not a member of the student's family.
- The student adheres to all guidelines/timetables for submission of Community Service documentation to the School Staff Contact.

Examples of Community Service Activities
Community service activities that fulfill the requirements of the Honors Program are limited to the following:
- Service performed by the individual student for an individual/group under the auspices of a recognized organization (e.g., tutoring at an elementary/middle/high school sponsored by the National Honor Society. The National Honor Society sponsor would be the Supervisor of Service.)
- Service performed by the individual student for an adult in the community (e.g., cutting grass for an elderly neighbor. The adult receiving the service would be the Supervisor of Service.)
- Service performed by the individual student for a community organization/group (e.g., assisting residents in a local convalescent center/nursing home. An employee of the convalescent center/nursing home would be the Supervisor of Service.)

Required Documentation Procedures
An Honors Program student must:
- Obtain Community Service Logs and information from the School Staff Contact.
- Record only community service hours completed from the end of the sophomore year through the first quarter of the senior year.
- Record the date of service / the service rendered / the location of service / the number of service hours, obtain the signature/phone number of the Supervisor of Service, and submit the Community Service Log to the School Staff Contact for his/her signature.
- Submit Community Service Log by November 15 of the senior year. (Community service hours will be verified, and Community Service Logs will be placed in the student’s permanent record.)
York County School Division / Honors Program
Community Service Log

Name of Student ____________________________ School ________ Graduation Year ______

<table>
<thead>
<tr>
<th>Date of Service</th>
<th>Service Rendered</th>
<th>Location of Service</th>
<th>Number of Service Hours</th>
<th>Signature/Phone Number of Supervisor of Service</th>
<th>Signature of School Staff Contact</th>
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Total Hours of Community Service

A student in the Honors Program must complete a total of 20 hours of Community Service outside of the regular school day. The Community Service Log is a record of this service, and copies of the Log are to be given to the student prior to the end of the sophomore year. The official Logs are to be maintained by the School Staff Contact. Community Service hours within the Honors Program may be logged beginning the first semester of Grade 9. Community service hours must be completed and form submitted by November 15 of the senior year. (Community service hours of each Honors Program student will be verified, and Community Service Logs will be placed in the student's permanent record.)