



**Anabasis Chapter
National Honor Society
Service Hours Record**

Student:	Grade Level:
Homeroom:	
Location/Address of Service:	
Activity Description:	
Printed Name and Position of Sponsor/ Signature:	
Contact Phone #:	
Email:	

DATE	START TIME	END TIME	TOTAL HOURS

NOTE: **Please see the back of this form for service hour guidelines.** I certify that the above information is a true and accurate reflection of the service performed.

STUDENT SIGNATURE: _____

Guidelines for Service Hours Projects for Anabasis Chapter NHS Members:

1. Service hours shall directly benefit the school or local community. Service Projects are approved each school year by the NHS adviser and/or Faculty Council—if in doubt, ask the NHS adviser to ensure that your volunteer hours are indeed counted as service hours for NHS.
2. Approved service activities must occur at a community location and/or event such as schools, mission work, church, nursing homes, hospitals, health care or veterinary clinics, animal shelters, libraries, or other venues. Hours performed unpaid at a for-profit facility do not qualify as NHS service hours, nor does babysitting or lawn/general care for individuals, unless as directed by a specified non-profit agency.
3. NHS members may not receive payment, award, recognition, or earn a grade for service hours.
4. NHS members may not duplicate service hours from other organizations and apply them to their NHS service hours.
5. Service hours may NOT be signed off by a family member. If the service hours are sponsored by a family member/relative, then you must find another official at the event to sign as a sponsor.
6. Service hours must be documented on this form or the hours will not be counted towards maintaining membership in NHS.
7. Accompanying certificates and other official documents/letterhead from the service project sponsor are always preferred as additional documentation of service hours but may not replace the proper completion of this form: the “Anabasis Chapter National Honor Society Service Hours Record.”

NHS members must accumulate at least **five (5) hours** of community service each semester. Service performed beyond the five-hour requirement will NOT be carried over for credit into the second semester (but in the spirit of our mission in NHS, we hope that our members will continue to provide service to the community, even after they have met their chapter requirements!)

First semester service hours must be documented on this form and submitted by **Friday, January 19, 2024**. Second semester service hours must be documented on this form and submitted by **Friday, May 3, 2024 for seniors and Friday, June 3, 2024 for juniors**. Failure to maintain service and tutoring hours will result in disciplinary action by the Faculty Council and possible loss of NHS graduation privileges. Completed forms are to be returned to **NHS Vice President Jess Longhi**.

Southwick Regional School National Honor Society, Anabasis Chapter
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