

SERVICE OPTION #1:

COMMITMENT TO ONE SINGLE AGENCY

Student “To Do” List:

- 1) **Find** an Agency of Interest from our list.
- 2) **Contact** the Agency and Arrange Your Service Commitment (**Remember 20 hours over 10 weeks**) and fill out a Contract. **Make sure that you are fully aware of your commitment in terms of both hours and responsibilities.**
- 3) Bring the VIKES Introduction Letter to your selected agency and **Print, Sign, and Have Your Supervisor and Parent Sign** a Your Contract/Service Commitment.
- 4) **Return** the Signed Contract to your teacher
- 5) **Have Your Primary Supervisor email Mr. Bruce directly** (mbruce@d211.org) to Confirm Your Service Commitment **BEFORE** you begin your hours. **This should be the person to whom your evaluation should be sent.**

You may get started as soon as you would like, but You Will Likely Need To Have A Service Commitment by February 22nd to get the required weeks done!

Key Student Questions/Answers:

- 1) Only Service Hours that can count = Those that occur after Program Introduction
- 2) **Past/Future (Outside the Semester) Community Service DOES NOT COUNT**
- 3) “What about using my hours from...”
 - Internship Hours **DO NOT COUNT**, but you can extend time beyond your internship time and count these extra hours.
 - Paid Work for an Accepted Agency **DOES NOT COUNT**, but you could volunteer some of your hours
 - VIKES Hours should be **distinct** from the Service Hours Used for School-Related Activities such as NHS and Viking Ambassadors or “Required” hours for your personal activities.
- 4) ONLY “In House” option = Fremd Tutoring Center
- 5) Agencies NOT on our List could work...but you need to **email/talk to Mr. Bruce** first. Don’t assume everything will work out.

Any Questions should be directed to Mr. Bruce – Social Studies Office

mbruce@d211.org

Free Periods: 3, 4, 7, and 8