

IKM-Manning High School
Verification of Service for Silver Cord Program

Use this form to verify service hours. Form must be turned in within 2 weeks of the completion date of the community service. Summer hours should be turned in within the first 2 weeks of the start of school in the fall. Hours counting for the current school year must be turned in by May 1.

To be completed by **STUDENT**:

Student Name _____

Date(s) of Service _____

Number of hours worked _____ in school
_____ out of school

Student: write a brief description of what you did and what you gained from this service activity:

To be completed by **ADULT COORDINATOR OF SERVICE ACTIVITY**:

I verify that _____ volunteered for _____ hours.
Student name # of hours

Travel, sleep, and meal breaks should not be included as service hours – 12 hours max per day – 20 hours max per activity/organization.

Verifier's Signature Print Name Date

Email address and/or phone number of person verifying the community service.

Optional: Comments regarding the quality of the work, attitude, etc...

Continue on back if needed.