

2024-2025

ACTS Service Hour Verification Form

Student name: _____ Current Grade: _____

Organization served: _____

Hours must be served with a non-profit organization or an approved individual. To verify that your hours will qualify, choose from the online approved list or you may email hharmann@northlandchristian.org with questions.

Service hours are limited to actual hours served, not practice, rehearsal, travel and sleeping hours. (max 10 per day)

All service hours are unpaid hours. Buyout projects (drives where items are donated) are not counted as service.

Briefly describe service performed:** _____

****IMPORTANT:** Service Hours not approved by Northland will not be entered or credited toward service hour requirement.

Date(s) and hour(s) worked: _____

Hours completed:

Parents: DO NOT sign your student's form. The signature should be from the organizational representative. This should not be an employee or someone under your supervision.

Organization name: _____

Representative printed name: _____ Phone: _____

Representative signature: _____

Representative email: _____ Website: _____

IMPORTANT INFORMATION:

SERVICE HOUR forms are DUE no later than two weeks after the service activity.

(Summer activities would be the exception and should be submitted by August 31st.)

Please maintain copies of your service hour forms. NCS does not permanently store this documentation.

Return completed forms to Mrs. Harmann

FOR OFFICE USE ONLY Date submitted: _____ Hours credited: _____ Approved: _____