Community Involvement Certification

Please complete the form below. Service must be performed with a non-profit agency, school, or church. Students will NOT receive credit for service hours if they are done in conjunction with any club, group, class, or organization that the student belongs to, unless express permission is given by the Center for Service and Community Engagement.

TO BE COMPLETED BY STUDENT:

Student Name: ___________________________ Banner ID___________ Hours_____

Please enter date(s) and time(s) of your volunteer work in the table below. Site Manager signature certifies that the dates and times are correct to the best of their knowledge, and that above student performed the number of hours that was required by the conduct outcome.

<table>
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<tr>
<th>Agency Name</th>
<th>Date of Service</th>
<th>Times</th>
<th>Hours Completed</th>
<th>Site Manager Signature</th>
<th>Site Phone Number</th>
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***Please note: Only a staff member of the organization, or a staff/faculty member of Saint Louis University, may sign off on the form. Students or relatives CANNOT sign off, unless express permission is previously given from the Center for Service and Community Engagement.***

Reflection Paper Instructions

On a separate sheet of paper, write a 1-page typed essay on what you learned from your service experience, how it affected or challenged your belief or attitudes, and how you now value your role in the community through service to others. Paper must be double-spaced, with 1-inch margins, and in Arial/Times New Roman font size 12.

Community Service Hours

For assistance in finding a project to complete your hours, you can go to: (http://www.slu.edu/x26106.xml). You must make arrangements for your project to be completed by contacting the project coordinator. All hours confirmations must include a signed community involvement form and a reflection paper (see above). Any service done outside of the listed projects will need prior approval from Bobby Wassel in the Center for Service and Community Engagement by emailing him at rwassel@slu.edu.

Please return this form to the Center for Service and Community Engagement, Tegeler Hall Room 317, or via mail to Bobby Wassel, 3550 Lindell Blvd. St. Louis, MO 63103.