

American Senior High School Community Service Guidelines/Requirements

Miami Dade County Public Schools requires a community service project for graduation. Community service hours need to be completed between the beginning of freshman year and before the winter break of senior year.

- American Senior High School requires that all students complete a minimum of 25 hours of community service.
- Students working toward the Florida Bright Futures Florida Academic Scholars Award need 100 hours or more of community service. If you have questions regarding the Bright Futures Scholars award, please see the CAP Advisor.
- The Superintendent's Diploma of Distinction and the Florida Bright Futures Florida Medallion Scholars Award each require a minimum of 75 hours or more of community service.
- Florida Bright Futures Florida Gold Seal Vocational Scholars Award requires a minimum of 30 hours of community service.
- A community service cord, to be worn at graduation, will be issued to students completing 250 community service hours or more.

Step 1: Select your community service project.

- Students may fulfill the community service graduation requirement at a non-profit organization or agency in the community.

Step 2: Select the location for your community service.

- The non-profit organizations and agencies listed below typically welcome volunteers. It is the student's responsibility to ensure that the organization they choose is a non-profit.

*United Way	*Day Care Centers	*Museums/Cultural Centers
*Civil Organizations	*Parks and recreation centers	*Summer Camps
*Political Organizations	*Public Schools	*Hospitals

Step 3: Perform and document the community service.

- **In house (AHS)** community service – The Community Service Activity Log **MUST** be correctly and fully completed by the student as well as signed by the student, parent/legal guardian, and a faculty member and/or club sponsor prior to submitting to school counselor.
- **Off campus** community service- Students **MUST** have a Community Service Activity Log from the organization stating the number of hours completed prior to submitting to school counselor. The Community Service Activity Log needs to be original and signed by the supervisor, student, and parent/legal guardian.

Step 4: Submit original forms with required signatures to your counselor.

- Upon satisfactory completion of community service hours, the student will submit the required paperwork to their counselor who will then enter the data into the computer. **Students need to make a copy of community service hours for their own record prior to submitting to counselor.**

American Senior High School Community Service Activity Log

Student's Name:	ID#	Grade Level:
Supervisor's Name:	Organization:	Total Hours:

Date	Community Service Activities (Description of Activities)	Number of Daily Hours	Supervisor's Signature (Person Verifying Hours)

Parent/Guardian Signature: _____ **Date:** _____

Student's Signature: _____ **Date:** _____