



Palm Valley School Service Learning Program

RECORD OF HOURS

The Upper School students of Palm Valley School are required to submit documentation verifying a minimum of 36 hours of community service each year as part of their graduation requirements. This form should be used for such documentation, although a letter written on the letterhead of any charitable organization will also suffice. All charitable organizations should have a 501(c)3 status unless prior approval is received by the Head of Upper School and/or the Director of College Counseling.

Student Name: _____ Grade: _____

Organization receiving community service:

Date(s) of Community Service: _____ Total Hours performing community service: _____

Nature of the service performed:

Organization has a 501(c)3: YES NO

Name of official responsible for student's efforts:

(Signature) (Printed Name) (Date)

If you have any questions or concerns, please do not hesitate to contact: Director of College Counseling, (760) 328-0861, mailing address: 35-525 Da Vall Drive, Rancho Mirage, CA 92270.



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