



Helix Charter High School
Service Hour Verification Form
Helix Charter High School
7323 University Ave.
La Mesa, CA 91942
619-644-1910

Attach a Supervisor Business Card Here
(If Site Supervisor has a business card)

If the supervisor does not have a card, attach some
type of picture of you at the event.

STUDENT SECTION

Please make sure the following policies are adhered to:

1. Each section of this form must be completed.
2. The hours documented must only represent the actual time spent volunteering-travel time or sleep time in an overnight setting should not be included. *(A volunteer time log is provided on the back if needed)*
3. Neither the student, nor anyone related to the student, may sign this form.

Name of Student _____ ID# _____ Grade _____

Name of Organization/Agency _____

Organization/Agency Contact Person _____

Phone Number of Contact Person _____

Email Address of Contact Person _____

Description of Service Completed: _____

Date(s) of Service

One Day _____ Total Hours _____

(Month/Day/Year)

and/or

Multiple Days: From _____ to _____ Total Hours _____

(Month/Day/Year)

(Month/Day/Year)

OPTIONAL EVALUATION OF SERVICE

To be filled out by Volunteer Service Supervisor.
Please circle and add comments if you wish.

Trustworthy	YES	NO
Respectful	YES	NO
Responsible	YES	NO
Fair	YES	NO
Caring	YES	NO
Good Citizenship	YES	NO

Optional Comments:

SUPERVISOR SIGNATURE _____ DATE _____

