

**Year:** (circle one) [ Junior / Senior ] **Name:** first \_\_\_\_\_ last \_\_\_\_\_  
[print] [print]

# National Honor Society

## Rufus King IB World School

### Service Hour Record Form

The Rufus King chapter of the National Honor Society (NHS) service year is approximately 11 months in duration. The Rufus King Service year starts the day of the new induction ceremony and will end 3-4 weeks prior to the new induction ceremony. All service forms **must be submitted** to Mr. Wagner, in room 304, at the **end of each month**. For example, if a service activity is performed on the 05<sup>th</sup> of November you are required to complete this form and submit it for processing by the end of November! **Forms NOT submitted at the end of each month will not be accepted.** "Earthwatch" may not be used as service hours. If you complete monitoring hour with a staff member, not during school hours, you may only submit a maximum of 10 hours. No service hours will be accepted if performed during school hours. Athletics is not service. The NHS member must complete this form-not their parent or any out-side agent. All summer service hours are due at the end of September. **(What is service? Please read back)**

### Total Hours Required (60)

- 10 (minimum) hours [in-house]
- 10 (minimum) hours [out-house]
- 40 hours [in *or* out of house] [your choice]

**Type of Service:** [check one below]

**In House:** [*Rufus King related services*] (identify the service performed)

**Out of House:** [*community based services*] (identify the service performed)

**Date[s] of Service:** \_\_\_\_\_ **Total Number of Hours:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Supervisor's Name:** (Print) \_\_\_\_\_ phone number: \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_

Narrate a brief description of tasks, responsibilities, and service completed:

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**Please make a photocopy of this completed form for your personal records!**