Central Christian School
Reaching the Hearts of Children Since 1948

SERVICE HOURS RECORD SHEET

Student's Name _____

All CCS high school students are required to do **25 hours** of community service per school year. Students are **REQUIRED** to divide their service among their **church (10 hours), local community (10 hours), and CCS (5 hours).**

A total of **10 hours** of any combination are due **at the end of the first semester** on **Dec. 10**.

All remaining hours are due on **May 2**. If, at the end of the school year, a person has more than the required 25 hours they will receive extra credit (see your Bible class syllabus for explanation of extra credit). If a student does not accumulate these hours their overall Bible class grade for that semester will be **LOWERED ONE LETTER GRADE**.

Community Service Defined. There are THREE basic guidelines that must be followed:

1. There may not be any type of direct benefit to the student (ex. receive payment).
2. The individual(s) served may not be an immediate family member (sibling, parent, or grandparent).
3. Only the hours spent actually working/serving should be counted. (ex. camp counselor: only the time actually working with the campers—not sleep or travel time.)

Person/Organization Served	Signature of Recipient (person served)	Dates Served	Served at Church, Community, or CCS	Number of Hours	Running Total