

Service Learning Information & FAQs for Seniors

Important Service Learning Reminders: Service Learning involves learning, benefiting the community and a written reflection. Service Learning must be done at a non-profit or governmental organization, the work must be unpaid, and your supervisors must be an adult. If you have any questions, see the Service Learning Coordinator or your Counselor before you start your Service Learning. Refer to the [Service Learning Webpage](#) to download a form and for current Month Opportunities.

Who can sign my Service Learning Documentation Form? A supervisor or site contact from a non-profit or governmental organization must sign your Service Learning Documentation Form. A family member or peer cannot sign your Service Form.

Where do I turn in my Service Hours Documentation? Fully completed Service Learning Documentation should be turned in to the Ballard Counseling Office. Be sure to attach a Service Learning Documentation Form to any paperwork (for example, letters, certificates) that you might be given as well during your service learning.

When is the Senior Service Hours Documentation due for Graduation? For the class of 2017, fully completed Service Hours Documentation forms are due to the Counseling Office by **Thursday, June 1st** in order to meet your service learning graduation requirement. The graduation requirement for Seattle Public Schools is 60 hours of service learning. Once students have met the 60-hour service learning requirement, this appears on their transcript as “service learning completed P”.

How do seniors earn the Above and Beyond Service Learning Award (240 or more hours)? Fully completed Service Hours Documentation is due to the Counseling Office by **Thursday, June 1st** in order to qualify for the award. If students already have 240 or more hours turned in to the counseling office, they do not need to do anything else in order to receive the award. The awards will be handed out at Awards Night. If you cannot attend the Awards Night, you can pick up your medallion sometime after Awards Night from the counseling secretary, Carol Bristol. Students can wear the Above and Beyond Service Learning medallion at their graduation.