

## SRJC Petaluma Dean's Community Service Award Tracking Form

*Please use this form to record the community service hours you have complete for the SRJC Petaluma Dean's Community Service Award. Students can win awards at three different levels based on the number of hours of community service they perform: 25-49 hours of community service receives the Bronze Award, 50-99 hours of community service receives the Silver Award, and 100+ hours receives the Gold Award. All award recipients will be recognized at the SRJC Petaluma End of Year Banquet. Students must return this form to the Student life Office in PC 607 by April 30. Students returning forms after this date will be recognized at the awards banquet during the following year.*

**REQUIREMENTS:**

1. The award recipient must be enrolled as a Santa Rosa Junior College student during the times that community service was performed. Summer community service will be counted if the student is enrolled in summer classes OR was enrolled in the preceding Spring semester OR the following Fall semester.
2. Students must not receive any type of compensation for completing community service hours.
3. The organization must be written below and the student must obtain a verification signature from the supervisor of the area.

STUDENT NAME: \_\_\_\_\_

STUDENT ID NUMBER: \_\_\_\_\_

NAME OF ORGANIZATION	# OF HOURS WORKED	DATE(S)	SUPERVISOR	SUPERVISOR SIGNATURE	PHONE NUMBER

**FOR OFFICE USE ONLY:**

Date Received: \_\_\_\_\_ Total Hours: \_\_\_\_\_ Enrollment Verification: \_\_\_\_\_ Award Issued: \_\_\_\_\_



