

OFFICIAL COMMUNITY SERVICE/INTERNSHIP LOG

Student Name: _____ Current Grade: _____ School Year: _____

Name of Organization/Company/Enterprise: _____

Name of Supervisor: _____ Signature of Supervisor: _____

Supervisor Contact Info (non-Charter Arts staff only) Phone _____ Email: _____

All Community Service/Internship logs are to be submitted to the School Counseling Department Office.

By April 1st of the senior year, all students are required to present documentation of their community service/internship hours for 1.0 graduation credit. Minimum hourly requirements are as follows:

- 4 yrs. Charter Arts attendance (60 hours)
- 3 yrs. Charter Arts attendance (45 hours)
- 2 yrs. Charter Arts attendance (30 hours)
- 1 yr. Charter Arts attendance (15 hours)

Rules and Restrictions:

- Hours completed must be voluntary in nature. Any hours for which a student is paid for their time is prohibited from being used for this graduation requirement. Further, students receiving credit for community service/internship hours cannot be paid or receive other personal benefits, including reduced or no cost tuition with a private artistic studio because the student serves as a junior instructor for a younger age group or studio class.
- Babysitting is strictly forbidden as fulfillment of one's community service/internship hour requirement.
- Parent/Guardian(s) are not authorized supervisors for their own child's community service/internship hours. Moreover, a parent/guardian's validation of their own child's hours is viewed as a conflict of interest.
- Graded performances/assignments related to an artistic class cannot be used for one's community service/internship hours.
- If a student auditions, interviews or applies for a role in a Charter Arts production/public performance (i.e. performers, stage managers, crew), the time put into the project cannot be used as community service/Internship hours. These opportunities are considered an extension of a student's artistic training.
- If a student participates in a public performance, or in support of a public performance, with a local theater or arts organization for which they are not paid, these hours can be used as community service/internship hours.

Date	Number of Hours	Activity	Initials of Supervisor

TOTAL Number of Hours Completed: _____