

Houston Academy: School Community Service Form 2025-26

Student Name: _____

Grade: _____

Notes: HA has established policies and procedures that regulate how students can earn community service hours toward the graduation requirement in the HA Upper School Student Handbook. Service hours cannot be earned for hours served during regular school or church service times nor for hours completed for family members or family businesses. If you are unsure of whether a service activity will be approved, it is highly recommended to ask in advance and to seek approval by emailing Mr. Selig at seligc@houstonacademy.com. Please note:

- HA prioritizes experiences performed at nonprofit organizations that serve the needy within the community.
- The maximum number of hours that can be claimed for an individual service experience is 24 hours per week.

SERVICE REPORT:

Date of Service: _____

Number of hours served: _____

Organization Served: _____

Name of Supervisor: _____

Cell # _____

Signature of Org. Rep.: _____

Please write a paragraph reflecting on: A) What you did. B) What you learned from the experience. C) How the service experience impacted others including yourself.

Student Signature

Additional Notes:

*Cut-off date to turn in Summer hours is August 31, 2024.

*Cut-off date to turn in all other hours is one month after the activity was performed.

*Cut-off date to turn in yearly hours for awards will be May 1, 2025. Any hours turned in after this date will count toward service requirements but will not count towards awards.

Internal HA Administration

US Head Signature: _____

Date Inputted: _____