

## Northern Cass Community Service Requirements

All students in grades 9-12 will be required to complete 25 hours of community service to receive a diploma. This requirement is pro-rated for students who transfer to Northern Cass after their freshmen year.

Service hours can be completed at any not-for-profit agency/organization. Hours will not be accepted for service to a private business or for a private individual. Students are encouraged to check with administration prior to beginning their service. Service must be non-political in nature. Service hours for extra and co-curricular activities do not count towards this requirement. A practicum guide will be provided to students for assistance in identifying organizations where service may be completed.

Students must submit an evaluation signed by the agency supervisor staff verifying the number of hours worked at the site. Students must complete a journal to record experiences, perceptions, ideas and feelings about their time in the community. As part of the graduation capstone project, students will present their experiences in the community.

### Submitting Hours

- Hours completed over the summer are due by September 1<sup>st</sup>.
- Hours completed 1<sup>st</sup> semester are due before winter break.
- Hours completed for 2<sup>nd</sup> semester are due before summer break.
- Hours submitted after the semester in which they are completed will not be accepted.

Students may earn .25 credit for each 15 hours of service.