



## SERVICE LEARNING DOCUMENTATION

### Student Information

Student Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

School: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Yr of Graduation: \_\_\_\_\_ Male  Female

Curriculum Area:  Arts, Humanities, Communications & Media  Health & Human Services  
 Business & Marketing  Engineering Technology, Science & Math

### Organization Information

Organization: \_\_\_\_\_ Dept. \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Description of service to be performed:

### Verifying Information

Date of Service	Hours Served	Signature of Authorized Supervisor	Date of Service	Hours of Service	Signature of Authorized Supervisor

Evaluation of Student's Work:    Unsatisfactory  Satisfactory  Exceptional

Comments

\_\_\_\_\_  
Verified by Site Contact – Please Print Name

\_\_\_\_\_  
Site Contact Signature

Site Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

If contacted, this individual can verify student's hours.

### Student / Teacher

I verify that I have completed the above documented service and understand that I must also complete the Reflection requirement in order to fulfill the service learning requirement for high school graduation.

\_\_\_\_\_  
Student Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Teacher Signature Date: \_\_\_\_\_

## Reflection

*"When people reflect in everyday life, they pause to review, ponder, contemplate, analyze or evaluate an experience or information. This ability to reflect gives people the freedom, power, and responsibility..... to continually choose or adjust the direction of their lives."*

James Toole, M.A. and Pamela Toole, Ph.D.  
Reflection as a Tool for Turning Service Experiences into Learning Experiences

**Student Name:** \_\_\_\_\_ **ID#** \_\_\_\_\_

- 1. What did you observe during your service learning activity that made an impact on you?**
- 2. How did you feel about it? What did it make you think about?**
- 3. How was this activity similar or different from other educational activities?**
- 4. What did you learn?**
- 5. How does this connect to what you are studying in your classes?**
- 6. Based on what you have learned, in what areas do you need to grow and make an extra effort?**