

# Service Hour Instructions

The following is a brief explanation of the service requirements for students. If you have questions, please search the Christian Service page on edline and/or email the service coordinator, Scott Losavio, at [slosavio@catholichigh.org](mailto:slosavio@catholichigh.org). The service hour verification forms are located in the Christian Service section on edline.

## 8th Grade Service Hour Instructions

### General Information

1. You are required to perform 5 hours of service during your 8<sup>th</sup> grade year.
2. You must also write a 500 word essay reflecting on your experience.
3. Forms for recording your service hours and writing the essay are on edline under the activity Christian Service – 8th Grade Verification Form.
4. Turn in your service hour record sheet and your essay to your religion teacher by the final day of the 3<sup>rd</sup> quarter.
5. Completion of your hours and essay count for 15% of your 4<sup>th</sup> quarter religion grade.
  - If you turn in your work late, you will be deducted a letter grade for every week past the deadline.
6. After the 3<sup>rd</sup> quarter, service work you perform will count towards your hours for the next year.
7. You may not attend 9<sup>th</sup> grade orientation until you successfully complete your service hour requirements.

### Acceptable Service Work

1. For the most part, any service work you do for which you are not paid and is not done for your family is acceptable.
2. We encourage you to volunteer at your current and former school, Church, St. Vincent de Paul, Baton Rouge Food Bank, and health care organizations.
3. The following is a list of organizations and projects students frequently use in order to earn service hours:
  - Working setup or take down at the CHS Open House
  - Altar Serving or singing in your Church choir
  - Working at your Church parish fair
4. See Mr. Losavio if you have any questions.

## 9th Grade Service Hour Instructions

### General Information

1. You are required to perform 10 hours of service during your 9th grade year.
2. You must also write a 500 word essay reflecting on your experience.
3. Forms for recording your service hours and writing the essay are on edline under the activity Christian Service – 9th Grade Verification Form.
4. Turn in your service hour record sheet and your essay to your religion teacher by the final day of the 3rd quarter.
5. Completion of your hours and essay count for 15% of your 4th quarter religion grade.
  - If you turn in your work late, you will be deducted a letter grade for every week past the deadline.
6. After the 3rd quarter, service work you perform will count towards your hours for the next year.
7. You may not attend 10th grade orientation until you successfully complete your service hour requirements.

### Acceptable Service Work

1. For the most part, any service work you do for which you are not paid and is not done for your family is acceptable.
2. We encourage you to volunteer at your current and former school, Church, St. Vincent de Paul, Baton Rouge Food Bank, and health care organizations.
3. The following is a list of organizations and projects students frequently use in order to earn service hours:
  - Working setup or take down at the CHS Open House
  - Altar Serving or singing in your Church choir
  - Working at your Church parish fair
4. See Mr. Losavio if you have any questions.

## 10th Grade Service Hour Instructions

### General Information

1. You are required to perform 15 hours of service during your 10th grade year.
2. You must also write a 500 word essay reflecting on your experience.
3. Forms for recording your service hours and writing the essay are on edline under the activity Christian Service – 10th Grade Verification Form.
4. Turn in your service hour record sheet and your essay to your religion teacher by the final day of the 3rd quarter.
5. Completion of your hours and essay count for 15% of your 4th quarter religion grade.
  - If you turn in your work late, you will be deducted a letter grade for every week past the deadline.
6. After the 3rd quarter, service work you perform will count towards your hours for the next year.
7. You may not attend 11th grade orientation until you successfully complete your service hour requirements.

### Acceptable Service Work

1. For the most part, any service work you do for which you are not paid and is not done for your family is acceptable.
2. We encourage you to volunteer at your current and former school, Church, St. Vincent de Paul, Baton Rouge Food Bank, and health care organizations.
3. The following is a list of organizations and projects students frequently use in order to earn service hours:
  - Working setup or take down at the CHS Open House
  - Altar Serving or singing in your Church choir
  - Working at your Church parish fair
4. See Mr. Losavio if you have any questions.

## 11th Grade Service Hour Instructions

### General Information

1. You are required to perform 40 Type A hours during your 11th grade year.
2. Essays and journal questions related to your work will be provided by your religion teacher during the 1st quarter.
3. Forms for recording your service hours are on edline under the activity Christian Service – 11th Grade Verification Form.
4. Turn in your service hour record sheet and related paperwork to your religion teacher by the final day of the 3rd quarter.
5. Completion of your hours and reflections will count for a portion of your 4th quarter religion grade.
  - If you turn in your work late, you will be deducted a letter grade for every week past the deadline.
6. After the 3rd quarter, service work you perform will count towards your hours for the next year.
7. You may not attend 12th grade orientation until you successfully complete your service hour requirements.

### Acceptable Service Work

1. Type A hours are service done for and directly with the poor, sick, elderly, or disabled.
2. Students frequently work for these organizations and participate in the projects listed below in order to earn “A” hours:
  - Habitat for Humanity – Youth Build
  - St. Vincent de Paul
  - Health care organizations
  - Big Buddy Program
  - Mission Trips
3. See Mr. Losavio if you have any questions.

## 12th Grade Service Hour Instructions

### General Information

1. You are required to perform 20 Type A hours of service during your 12th grade year.
2. You must also write a 500 word essay reflecting on your experience.
3. Forms for recording your service hours and writing the essay are on edline under the activity Christian Service – 12th Grade Verification Form.
4. Turn in your service hour record sheet and your essay to your religion teacher by the final day of the 3rd quarter.
5. Completion of your hours and essay count for 15% of your 4th quarter religion grade.
  - If you turn in your work late, you will be deducted a letter grade for every week past the deadline.
6. You may not receive your diploma until you successfully complete your service hour requirements.

### Acceptable Service Work

1. Type A hours are service done for and directly with the poor, sick, elderly, or disabled.
2. Students frequently work for these organizations and participate in the projects listed below in order to earn “A” hours:
  - Habitat for Humanity – Youth Build
  - St. Vincent de Paul
  - Health care organizations
  - Big Buddy Program
  - Mission Trips
3. See Mr. Losavio if you have any questions.