



## 2018 – 2019 BHS PTSA Wolverine Guard Award for Community Service

Wolverine Guard (WG) is a Bellevue High PTSA sponsored award that recognizes student's who perform 100+ hours of community service in a 12-month period from May 1<sup>st</sup> 2018 to April 25<sup>th</sup> 2019. Each student who **reports** his or her hours will earn the Wolverine Guard Certificate. He or she will also be invited to attend a reception with their families in late May to honor their accomplishment.

In general, community service is giving your time, talents, energy &/or expertise **without compensation to benefit at least one other unrelated person**. This includes long-term, short-term or one time only service. In most cases, students will be working under an organization such as government, non-profit organization, hospital, nursing home or religious organization.

**NOT all volunteer service is counted towards WG hours. Guidelines specific to WG include:**

- **NO parents can sign for WG hours for their own child**, under any circumstances. Student must get another adult from the organization to sign the form - someone who witnessed the work completed.
- **A maximum of 10 hours per day may be counted**, including 24 hour relays, mission trips, counseling at a camp or event work.
- **Hours spent in travel are not counted** (for example, travel days to and from mission trips do not count).
- **You may not earn WG hours for any activity where the student is paid or receives school credit** (babysitting, work as Office TA, Career Center, etc.).
- **No WG credit for any religious ceremony or right of passage.**
- **No WG credit for any practice for musical or theatrical performances**; only the performance itself may be counted, if it benefits an organization in the community or church.
- **No WG credit for any career-oriented internship** if it is for personal gain versus helping people in the community
- Class note-takers can receive a maximum of 20 WG hours.
- **Bellevue High School organizations can receive a maximum of 25 WG hours only** (This includes National Honor Society, ASB Officer, Link Crew, Key Club, etc.) No double counting service hours between organizations.

The PTSA's Wolverine Guard Award is separate from the Bellevue School District's graduation requirement. However, hours that are earned to meet graduation requirements can be included, but must be recorded on a WG Community Service form with documentation of the reported hours. The Counseling Center will **not** report volunteer hours entered on Naviance/x2Vol for the student.

**Students must report all hours they wish to apply to the WG on the "Wolverine Guard Community Service Hour" form.**

Process for reporting:

1. The "Wolverine Guard Community Service Hour" form can be found on the PTSA website or picked up in the Counseling Center.
2. This completed "Wolverine Guard Community Service Hour" form should be returned to the Wolverine Guard box in the Counseling Office. **Please provide proof of service by attaching fully completed Community Service forms for each volunteer organization, listing each date worked and hours served for every volunteer activity.** All forms must be signed by a responsible party from the organization where volunteer work was completed.
3. **All forms must be turned in by 4pm on Thursday, April 25<sup>th</sup>, 2019** in the Wolverine Guard box in the Counseling Office. **NO late applications will be accepted under any circumstances.**
4. Please Note ~ all **volunteer hours must be entered in Naviance/x2Vol** to count towards graduation requirements.

## ***BHS PTSA Wolverine Guard Community Service Hour Application Form***

**Due By: April 25<sup>th</sup> 2019, 4pm SHARP - Late Forms Will Not Be Accepted**

Student Name: \_\_\_\_\_ Graduation Year: \_\_\_\_\_  
Student ID #: \_\_\_\_\_  
Cell Phone #: \_\_\_\_\_ Home Phone #: \_\_\_\_\_  
Student Email: \_\_\_\_\_ Parent Email: \_\_\_\_\_  
Home Address: \_\_\_\_\_ City & Zip Code \_\_\_\_\_

Reminders: **No parent signatures on community service forms.** Obtain signatures from the organization itself on forms.

List all dates and times worked for *each* volunteer activity. The same form may be used for each organization as long as dates and hours worked are listed.

No forms will be accepted after 4pm on April 25<sup>th</sup>, 2019.

If you have any questions, please contact Shirley Kan (shirleykan@yahoo.com).

**Total Hours (from May 1, 2018 – April 25, 2019):**

*(all BHS Community Service forms with signatures need to be attached to receive credit)*

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

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

OFFICE USE ONLY:

Date Received: \_\_\_\_\_

Initials: \_\_\_\_\_

Date Recorded: \_\_\_\_\_

Initials: \_\_\_\_\_