



Office Use Only

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Initials _____

COMMUNITY SERVICE CONTRACT

I, _____, class of _____, (i.e. 2020) am hereby under contract with
Student's Name

_____ to provide volunteer community service at _____.
Non-Profit Agency/NGO Address or Location

DATES (mm/dd/yy)	SERVICE CODE	DESCRIPTION <i>If "direct contact" is involved, please provide details: who, what, etc.</i>	# HOURS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SERVICE CODES

"REGULAR" & INTERNAL CHCA SERVICE

"DIRECT CONTACT" = Service w/ MARGINALIZED POPULATIONS

01 Tour Guide/Ambassador	09 Stage Hand Union/Theater Vol	101 Spec Olympics/TOPSoccer	109 Disadvantaged Children
02 Spring Hill Camp Volunteer	10 Vacation Bible School	102 Homeless Shelter	110 Nursing Home
03 Coach's Assistant (school or non-profit)	11 Office Aide	103 Food Pantry/Soup Kitchen	111 Stepping Stones
04 After School Programs	12 Teacher's Aide	104 Adopt A Class	113 SOS Activity
05 Music —Church/school(play time only)	13 Matthew 25 Ministries	105 Habitat for Humanity	114 Other
06 Sunday School teacher/assist	14 Tutor	106 Hospital Volunteer	
07 ART Beat Festival	15 SOS Activity	107 Service Immersion w/Church*	
08 Church Volunteer	16 Other	108 Service Immersion w/ CHCA*	

TO BE COMPLETED AFTER COMMUNITY SERVICE HAS BEEN PROVIDED

The above named student has completed his/her contract community service hours.

Non-Profit Representative Signature Phone #

CHCA Student Signature

CINCINNATI HILLS CHRISTIAN ACADEMY
11525 SNIDER ROAD, CINCINNATI, OH 45249 513-247-0900

COMMUNITY SERVICE HOUR REQUIREMENTS

Graduation requirements consist of 120 hours of community service, including 60 hours of direct contact. A community service contract must be completed for each event. This contract must be documented and verified by the non-profit agency when the service is performed.

We believe the spirit of community service at CHCA reflects our commitment to follow Christ. In Christ's teachings and examples, we see that he placed special emphasis upon serving people who are suffering, oppressed.

We believe students and society benefit greatly from direct involvement with people vs. tasks in order to help reduce barriers and understand complex issues in communities.

What DOES count: Service completed through a non-profit agency or event or to a person in the community who would be considered marginalized (i.e. homeless, low-income, handicapped, elderly, etc.). **Service is unpaid work for a non-profit/NGO.**

What does NOT count:

--Babysitting (unless approved by the high school Outreach Office) --training/practice time --Any work for profit-making businesses/services, individuals who can afford to pay for services rendered, and for familymembers (including family owned businesses)

1. HOW MANY HOURS/SERVICE IMMERSIONS DO I NEED? Amount below must be met each year in order to be eligible for sports, theater, & other extra-curricular activities

# of years completed at High School	# of Service Hours Required	# of Service immersions Required
4	120 hours (Minimum 50% are "direct contact")	2 (due by 12/31 of senior year)
3 ½	105 hours	
3	90 hours	
2 ½	75 hours	
2	60 hours	1 (due by end of 4 th semester at CHCA)
1 ½	45 hours	
1	30 hours	

2. WHAT ARE "DIRECT CONTACT" HOURS? – Students are to perform 50% or more of their community service hours in direct participation with marginalized people/communities.

- Direct service involves students engaging one on one with people. Marginalized people groups may be defined as the poor, elderly, handicapped, the widow, orphan, and stranger (homeless).
- Examples of direct contact: serving low-income child in an after school program, serving the elderly in a nursing home, serving in a soup kitchen or shelter, widows ministry, Special Olympics, Top Soccer, Stepping Stones, etc.
–Service hours performed preparing items for distribution are not considered direct contact hours (i.e. FreeStore or M25, etc)

3. SERVICE IMMERSION (TRIPS) – Inclusive to the 120 hours of community service, students are to complete two service immersion experiences, one of which must be a CHCA Upper School 9-12 Service Immersion. Service immersions are extended experiences in marginalized communities, and are most often associated with trips. On a service immersion, students not only participate in daily volunteer work, but they also participate in intentional living and learning experiences which build community, promote social justice, and spiritual growth. Students are to **complete one service immersion project by the end of their sophomore year and a second by the end of the first semester of their senior year.** Non-CHCA service immersions must be pre-approved by the Outreach office. We offer several experiences that are no cost.

- Students who attend for their senior year only are not required to complete a service immersion.
- Students who attend for 2 ½ years or more are required to complete 2 service immersions.

4. WHAT HOURS DON'T COUNT ON SERVICE IMMERSIONS? – Service hours counted are those in which the student is engaged in direct service/ministry. Hours not counted in the 120-hour requirement are travel, sleeping, eating, social time, and recreation.

5. AM I ELIGIBLE? – Students lacking 30 hours of service for each academic year (and at least 1 service immersion by end of sophomore year) will not be eligible for extra-curricular activities (sports, theater, robotics, NHS, etc. until hours are completed and documented in the Upper School 9-12 Guidance office.

6. WHEN DO I DO MY HOURS? –Outside of normal school hours or during PRT.

7. WHEN ARE SERVICE HOURS DUE? – Immediately after service is completed

CONTACT: Karen Hordinski (Upper School Outreach Coordinator) karen.hordinski@chca-oh.org or
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