

**Academy Of Liberal Arts
Newton High School**
Community Service Authorization Form
PLEASE PRINT OR TYPE

Instructions for Use:

1. Fill out form in its entirety and return to Service Coordinator at least one (1) week prior to beginning service.
2. Service Coordinator will review and either approve or deny community service site.
3. Service Coordinator will follow-up with student via email or in person to render decision on eligibility of site.

Note: Student must still complete and submit community service time log upon completion of service.

Student Name: _____ SID #: _____

Phone Number: (____) _____ E-Mail: _____

Major(s): _____

Service Site Information

Name of organization, project, etc.: _____

Description of Volunteer Activity: _____

Supervisor Name: _____ Supervisor Title: _____

Supervisor Phone Number: (____) _____ E-Mail: _____

Dates of Service: _____

Number of Hours To Be Completed: _____

Approved Denied Date: _____ E-Mail Sent: _____

Service Coordinator Signature: _____

***For questions regarding community service or this form,
please contact the Service Coordinator; Mr. Hamby or Kia James (770) 787-2250.***