



Service Reporting Form for Individuals

- This form must be typed
- Form is to be used by students reporting individual volunteering hours
- Volunteers must provide agency contact information
- Please turn in your completed form in the Community Involvement Center (S-204)

Today's Date: _____

Volunteer Name: _____

Volunteer Phone Number: _____

Volunteer E-mail Address: _____

Student Organization Name (if applicable): _____

Activity Information

Date(s) of Activity: _____

Hours Involved: _____

Agency Receiving Services: _____

Activity Performed: _____

If you have a long-term commitment, please list length of commitment:

Agency Contact Information

Agency Representative (Please Print): _____

Contact Phone Number: _____

Contact Email Address: _____

I hereby certify that the individual named above has completed the service project described on this form and that the project was completed in a satisfactory manner.

Representative Signature: _____