Clubs and Organizations

Service Time Sheet

This form may be turned in for each individual or as a group

Benefits of documenting your service project and turning in your hours to the Center for Experiential Education:
- Documents the positive impact your club or organization has on this campus
- Provides students with records of registered service activities. Letters of reference from the Center for Experiential Education can assist students with college and scholarship applications and future employment

Club/Organization: ____________________________________________________________
Project Leader: ____________________________  Leader Phone: ____________________________

<table>
<thead>
<tr>
<th>Student Names (print clearly)</th>
<th>Date of Service</th>
<th># of Hours</th>
<th>Student phone/email (print clearly)</th>
<th>Student Tech ID (print clearly)</th>
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Description of service activity: __________________________________________________________

REQUIRED:
Organization Supervisor signature: ____________________________  Date: ________________
Organization Supervisor printed name: ____________________________
Organization Supervisor contact information: ____________________________

Hours can be turned in to the Center for Experiential Education upon completion of activity

Questions? Contact the Center for Experiential Education:
952-358-8119  servicelearning@normandale.edu  Office: C1066
Experiential Education Coordinators: Monica Saralampi, Paige Wheeler, Nilvia Brinkley

FORM MUST INCLUDE SUPERVISOR SIGNATURE OR NOT VALID

www.normandale.edu/cee