

INSTRUCTIONS FOR COMPLETING AND DOCUMENTING C.W.M.P. COMMUNITY SERVICE HOURS

How many hours are required?

Each student attending the Center for Wellness and Medical Professions must complete 200 volunteer community service hours. This is a mandatory requirement for graduation from the Center for Wellness and Medical Professions.

Do the volunteer hours have to be in medical work?

At least 100 hours must be in a medically-related setting.

When may I start?

You may start your volunteer hours in the summer between 8th and 9th grade but these hours will **NOT** be counted towards the Bright Futures community service requirement.

***NOTE* Students will receive information regarding community service hours required for the Bright Futures Scholarship after starting ninth grade. For additional information go to: <http://www.floridastudentfinancialaid.org/ssfad/bf/acadrequire.htm>**

How do I document my hours?

All hours must be documented. The magnet office does have a form that can be used. The student is responsible for completing all parts of the form except the supervisor's signature. Show the form to the person supervising your work the first day you volunteer. Mutually decide when and how often the supervisor will sign-off on your work. The supervisor's signature must include first and last name and phone number. Please inform your supervisor that we may call him/her for verification.

May I document more than 200 hours?

Yes.

May my supervisor be a family member?

No

Where do I turn-in my completed forms?

Turn-in all completed forms to your guidance counselor when you have completed all 200 hours. Make copies of your completed forms for your records before giving the originals to the office. **All 200 hours are due to the CWMP office no later than May 1 of the student's senior year.**