Honors Program Service Record

Student Name: _____   **ID Number: _____**

	Description of Service	Date of Service	Hours	Community Partner (if applicable)	Notes
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

Based on the activities you listed above, please answer the following question:

Your responses are important to Honors assessment and your feedback is used to enhance future programming.

What was the most meaningful aspect of your service (explain):

Honors Program Office use only   Logged: _____

DATE   YOUR INITIALS

PROTOCOL REQUIREMENTS

- Track I Honors students are required to complete a minimum of 120 Hours of service on the Honors Protocol

- Track II Honors students are required to complete a minimum of 90 Hours of service on the Honors Protocol

- Service hours are required to be logged using the Honors Program Service Record (first page of this form) in order to count for your Honors Protocol. Send completed forms to honors@cmich.edu

- No more than 8 hours can be counted from a single 24 period

What does count as service:

- Contributing to a non-profit organization through direct service, donation, service trips, etc

- Unpaid service to CMU. Examples include, but are not limited to, serving on a university committee, volunteering for a university event (Centralis, Leadership Safari, etc), or serving as a peer mentor

- Service learning coursework (denoted with an SL at the end of the course designator)

- Issue education events that prepare you to better serve and understand your communities

- Any work that is unpaid that directly benefits someone outside yourself, your family, or an organization you are a part of. For example, a fundraiser for your RSO to go to a conference is not service but a bake sale to donate to a non-profit is

What does NOT count as service:

- Work, internships, or other activities for which you are paid/compensated (i.e. being an RA is compensated with housing and does not count (still a great opportunity!)

- Service to relatives

- Membership hours or social events in an organization

- Research experience with a faculty member (still an amazing thing to engage in!)

Service Tips:

- Plan to submit a service record every semester. While not mandatory, much easier to keep track semester by semester opposed to trying to remember everything at the end

- Aim to accumulate 30 hours a year; 15 a semester; which is about 1 hour a week

- Find a non-profit or community partner that aligns with your interests and work towards becoming a regular volunteer. The William & Janet Strickler Nonprofit Center is a great place to start and hosts several local non-profit organizations

- Take home service opportunities are perfectly allowed. For example, many nursing homes, shelters, and other care facilities are in frequent need of blankets. Get a group together and make some! Not only can you count the hours making the blankets but you can count your time dropping off the donations. Even better if you can stick around and help the organization!

- Online service is also allowed. Needs are constantly changing but a great example is the Smithsonian which often looks for help with transcribing documents that will eventually become a part of their records/archives

- Talk to other offices such as the Mary Ellen Brandell Volunteer Center. They often coordinate service opportunities that are open to all students. Events and service opportunities are posted on the Engage Central site

- Check out CMU offices that put on regular annual events and might need volunteers. An examples is Native American Programs who hosts the annual "Celebrating Life" Pow wow and looks for volunteers each year