

Kania School of Management

Community Service Work Hours - Verification Form

Congratulations! Giving back through community service is a meaningful way to make a difference. As part of the **Passport Program Basic Module**, the Kania School of Management requires students to complete at least **20 hours of community service** prior to graduation.

Completion of this form is a required step in fulfilling that requirement.

If you have participated in community service work, please complete the information below and have it verified by your supervisor. When finished, return the form to **Tamara Bautista, Brennan Hall 332**, for Passport Program credit consideration.

Student Information

Name: _____ Royal ID: _____ Major: _____ Grad Year: _____

Service Details

Date of Service	Organization	Type of Work Completed	Hours Worked	Supervisor Verification (Print Name & Sign)

Total Hours Completed: _____

Student Certification

I certify that the hours listed above were completed as part of a community service initiative.

Print Name: _____ Signature: _____ Date: _____

Year: _____ Term (check one): Fall Intersession Spring Summer

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For Office Use Only:

Total Hours: _____ Date Entered: _____ Initials: _____