

Albuquerque Academy: On-Campus Service Form

8-9 and 10-12 Division Requirements: One shift each school year of on-campus service

Grade	Location to turn in form	Contact for questions and tracker of completed forms	Completion Due Date
8 th	Ms. Crawford's office	Marnie Bethel: bethel@aa.edu	April 30
9 th	Ms. Crawford's office	Marnie Bethel: bethel@aa.edu	April 30
10 th	Ms. Eckhardt's office	Chelsea Dranichak: dranichak@aa.edu	April 30
11 th	Ms. Eckhardt's office	Chelsea Dranichak: dranichak@aa.edu	Signed up by April 3, complete by graduation
12 th	Ms. Eckhardt's office	Chelsea Dranichak: dranichak@aa.edu	April 3

On-Campus Service Includes:

- DOT Garden (required for 8th graders)
 - Supporting Admissions events and activities (Open House, buddy shifts, etc.)
 - Concessions shifts
 - Supporting teachers and staff with projects pre-approved by class deans
 - Assisting at Charger athletic events (except for your sport during your season)
 - Academic exchange hosts (home hosts do not receive on-campus service credit)
- Dances and other class/division event set-up and clean-up (class officers do not receive service credit for this)
 - Other campus event assistance (Community Day, lost and found, ReadRecycle, DOT Garden Sale, etc.)
 - Building cleaning/painting/maintenance
 - Clean-up of campus mesa
 - Bear Canyon service projects
 - Others if pre-approved

This form MUST be completed and turned in WITHIN ONE WEEK of the date of service for you to receive credit.
If it is not received within a week, credit will not be issued, and you will have to complete another shift. NO EXCEPTIONS

First and Last Name _____ Grade _____ Exact Date of Service _____

Describe the project in which you participated/helped and its location:

THE FOLLOWING MUST BE SIGNED AND COMPLETED OR NO CREDIT WILL BE ISSUED!

 SIGNATURE of project sponsor/leader or an adult who can verify your presence and participation

 PRINT NAME (legibly) of adult sponsor

 PHONE NUMBER of adult sponsor

 E-MAIL of adult sponsor