**Volunteer Service Documentation Form**

**Phi Alpha: Iota Iota Chapter**

New and current members should attach this form to an application form to document volunteer hours completed for the Phi Alpha Honor Society. Completion of 20 documented volunteer hours, in a social work or social service setting, within the 6-month period prior to this application. Service hours completed as a course requirement do not count towards the required 20 hours. Please review the application and organization by-laws for more specific details regarding this requirement. To verify your volunteer time, please obtain a signature from each agency supervisor. As an alternative to obtaining a signature, you may attach a signed letter from the agency supervisor, on agency letterhead, describing your volunteer time activities and dates volunteered. *Use another copy of this page if needed.*

***Please type directly into this form or write (print) legibly.***

**Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Application: \_\_\_\_\_\_\_\_\_\_\_**

**Contact information for places of service:**

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| --- | --- | --- | --- |
| **Agency or venue** | **Supervisor/Contact person** | **Phone/email** | ***Signature*** |
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 **Log of Volunteer Service**

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| **Date (MM/DD/YY)** | **Agency/Location** | **Activity** | **Hours**  |
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| **TOTAL HOURS** |  |