

Volundeer Pre-Approval for Outside Activity

Name _____ Date Submitted: _____

ANY ACTIVITY NOT EXPRESSLY OFFERED BY THE SPONSORS MUST BE PRE-APPROVED. *THIS INCLUDES OPPORTUNITIES IN THE SCHOOL DISTRICT.*

You must have each activity pre-approved in writing by the Volundeer Sponsors. **If not pre-approved, the hours will not count.**

Please complete the following information:

1. Organization you are volunteering for:

Include what the organization does and who will benefit from you volunteering.

Is this organization a non-profit organization?

2. What kind of activity you will be doing: (Be specific.)

3. Date and time:

We reserve the right to limit the number of hours to count for Volundeers.

4. Contact person* in the organization and phone number (this will be the person who will verify your hours) Include your relationship with this person. *This person will be contacted.

Volundeer Sponsor _____ Approved _____ Not approved _____

Date _____ Sponsor Comments: _____

Must be turned in at least 2 school days before activity. Check back to make sure you are approved. Keep a copy of this form for your records.