



LOW SERVICE HOUR PLAN OF ACTION

Youthlinc Service Year students are required to contribute 80 hours of local service between October 15th and June 1st. At least half of the required hours, minimally 40 hours, must be contributed at one location considered the student's main service site. All hours must be logged and verified in the [Local Service Directory](#) in order to count.

According to [Youthlinc Policies Section C](#), students are expected to complete half of the required hours, 40 hours with minimally 20 hours at a main service site, by March 1st. Student who fall short of this expectation must complete a Low Service Hour Plan of Action to assure successful completion of the Youthlinc Service Year.

Please download this form to your computer, fill it out, save it, and email it to jamileh@youthlinc.org by March 15th.

Student name: _____ International Service Site: _____ Today's date: _____

Total **MAIN SERVICE SITE** hours: _____ # verified hours: _____ # unverified hours: _____

Total **MISCELLANEOUS** hours: _____ # verified hours: _____ # unverified hours: _____

I have the following plan to complete the required hours by June 1st of this Service Year:

Remaining required hours at **MAIN SERVICE SITE**: _____

I will volunteer at my **MAIN SERVICE SITE** [Once Twice Three Times Four Times] each week

on these days [S M T W Th F S] during these hours: _____

This schedule will yield _____ **MAIN SERVICE SITE** hours by June 1st.

I plan to volunteer _____ **MISCELLANEOUS** hours at the following locations:

_____ on these days [S M T W Th F S] during these hours: _____

This schedule will yield _____ **MISCELLANEOUS** hours by June 1st.

This schedule will yield _____ total **MAIN SERVICE SITE** and **MISCELLANEOUS** hours by June 1st.

By signing this form, I commit to following this volunteer schedule to assure successful completion of the Youthlinc Service Year:

Participant Signature: _____

Date: _____

Typed signature is appropriate.

If the participant is under 18, a parent or legal guardian must also sign, affirming this commitment:

Parent Signature: _____

Date: _____

Typed signature is appropriate.

This form must be completed and emailed to jamileh@youthlinc.org by March 15th. If not completed and returned, Youthlinc staff will schedule a personal meeting with the participant and the parents of a minor participant to discuss possible dismissal and probation status. Your Assistant Team Leader will call you each week to offer support and make sure you are following your plan.