



## **Upper Division Service Program**

Upper Division students at Academy at the Lakes must complete a service requirement in order to graduate. This program differs from the middle division program in that students are expected to schedule their own service opportunities outside of school. It also becomes the student's responsibility to fill out a community service hours form, have it signed by a representative of the organization served, and turn in to the Upper Division Office. These forms are available on the web site or in the office.

### **Philosophy, Goals and Objectives**

The goal of the Upper Division Service Program is to develop a spirit of citizenship, leadership, and service in our graduates, as well as an understanding of their ability to make a difference in the community. By the time they graduate, Academy at the Lakes students will have a broad range of experience in different situations and with diverse groups of people. In addition to learning about the world around them, they will understand better what interests they have. While building a habit of service to the community, they will learn to "know the good, love the good, and do the good".

### **Number of Hours Required**

Each student must complete 150 documented hours of service by the end of the spring semester of his/her senior year in order to receive an Academy diploma. Students entering the Academy after their freshman year will have their hours prorated as follows: new sophomores will need to complete 120 hours in three years, new juniors will need to complete 80 hours in two years and new seniors will need to complete 40 hours in one year. In order to help students budget their hours, yearly cumulative minimums are strongly recommended as per the table below.

<b>9<sup>th</sup> Grade</b>	<b>10<sup>th</sup> Grade</b>	<b>11<sup>th</sup> Grade</b>	<b>12<sup>th</sup> Grade</b>
40 total hours	80 total hours	120 total hours	150 total hours

Many students will complete many more than the required hours. Please submit hours beyond the minimum so we can acknowledge student excellence in this area.

## Guidelines

GUIDELINES: In order to clarify what opportunities to serve others are eligible for service hours, please consult the following chart. If you are uncertain about an activity, get it approved by the Upper Division Director **before** you do it. ***Starting with the Class of 2019 students must perform ⅓ of their required hours outside of the Academy Community.*** (i.e. a maximum of 50 hours of service performed at Academy at the Lakes will be allowed towards the 150 hour requirement, and 100 hours **must** be served in the larger community.)

### Academy Sponsored Activities

#### Approved

School Auction or Fundraising Event  
Open Houses  
Golf Tournament  
Assisting on the Wendleak Campus childcare  
Tutoring students  
Being a teaching or office assistant  
Campus work after school hours such as clean-up, repairs and office work  
Key Club or NHS activities

#### Not approved

Any work during school hours not specifically listed  
Extra-curricular activities such as Yearbook, Drama, Sports, Dance, and JSA  
Fund-raising activities which directly benefit an extra-curricular activity

### Community Sponsored Activities

#### Approved

Service work with a church, synagogue, temple or mosque  
Non-profit agencies and organizations  
Homes for veterans, children, and the elderly  
Parks and community recreation work  
Tutoring  
Unpaid work for needy persons outside the circle of family and friends  
Work that fulfills an identified community need  
Hospitals

#### Not approved

Unpaid work for businesses of family members or family friends  
Unpaid work for persons inside the circle of family and friends

## **Service Opportunities**

The Academy has developed relationships with several service organizations in the area and regularly schedules service opportunities with them that students may sign up for at the start of each semester. Students are responsible for signing up for activities and arranging transportation. Anyone who signs up for an activity who later finds themselves unable to attend is expected to contact the Upper Division Director as soon as possible.

**Special Olympics-** Each season the Special Olympics offers local athletes the opportunity to compete in a variety of sports competitions. Volunteers help run activities or escort an athlete from event to event. These events occur on Saturdays and lunch is provided.

**Baldomero Lopez Veterans' Home-** Once a month, students have the opportunity to help elderly veterans at a local care facility enjoy bingo night on a Thursday from 6:00-8:00 pm.

**Metropolitan Ministries-** During the holiday season, volunteers are needed to help collect and sort food under their holiday tent.