Community Service Report Form

To be completed AFTER every club or organization service project is completed.

Service Report Form

Club/Organization Name [Required]

Person Completing this Form [Required]

Phone [Required]

E-mail Address [Required]

Service Project Title [Required]

Location of Project [Required]
Valid input:
- Select only one choice.
- must select a value.

[ ] Off Campus
[ ] On Campus

Program Date (s) [Required]

Description of Project [Required]

Who is the intended audience? [Required]
Valid input:
- Select only one choice.

[ ] People/Things on Campus
[ ] People/Things off Campus

Number of Participating Volunteers [Required]

Total Number of Hours Spent Completing Activity [Required]

Contact Information for Service Site Coordinator [Required]
Please include name and title of contact person along with their phone number and/or email address, and please include how you learned about this service opportunity.