

Name: \_\_\_\_\_  
 (Last Name, First Name – printed)

Class: \_\_\_\_\_

**Submission Deadline: Seniors - May 11  
 Juniors – May 18**

**Spring 2020 Churchill NHS Hours Submission Form**

Complete the table below for all service hours you are claiming for the semester. Letters, certificates, or verifiable emails can be used in lieu of a signature; however, you must still complete the columns. If submitting a document as verification, list the name of the document in the “Verification” column. Attach copies of all documentation. Documents will not be returned. You can add additional copies of this form if needed.

<b>Date</b>	<b>Organization and description of activity</b>	<b>Hours</b>	<b>Verification (must include signature, printed name, and email address)</b>
<b>Total Hours</b>			

The deadline to submit your hours for Spring 2020 is **Monday, 11 May for Seniors and 18 May for Juniors**. Members failing to submit their hours by this date will be docked one point from their current balance. Submissions after 18 May for seniors; 25 May for Juniors will be docked an additional two points. Failure to submit all hours by 22 May for seniors will result in denial of graduation stole. Juniors failing to submit hours by 28 May will have 3 additional points docked and will be referred to the Faculty Advisory Committee for removal.

By signing below you attest that the hours and signatures represented on this document are valid and authentic.

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