

APPLICATION INSTRUCTIONS

How to complete the application

- Every applicant must complete the entire application.
- A separate verification form must be completed for each activity (excluding GIVE activities).
- Include only those activities since entering high school.
- Avoid the use of acronyms so the selection committee can understand the group discussed.
- Volunteer activities may occur at OR outside Stevenson but must take place outside school hours or during free time.

A member of the selection committee will verify participation in the activities listed on the application and any erroneous or inaccurate information will result in disqualification from recognition.

- Generally speaking, service activities are those which are done on behalf of others (not including immediate family members) for which no compensation (monetary or other) has been given. Any school, community, or religious activity in which service has been offered without pay during the high school years and outside the school day (some exceptions apply) may be included. If one is unsure if an activity satisfies the definition, please see the Community Service Coordinator.

1. Record total number of GIVE hours. If unsure, see the secretary in Student Activities.
2. Complete the verification forms for any volunteer work outside of GIVE. One does NOT need to complete a verification form for GIVE events.
3. Write an OPTIONAL ESSAY (will NOT impact status of application): Share any stories or experiences. Some of these stories may appear in the Minuteman or other publications.
4. Create a packet containing the cover page, application, verification forms and optional essay.
5. Submit 4 copies of the completed application to the Student Activities Office by 3:30 p.m. on March 12, 2010.

Important Information Regarding the Selection Process

The applications are read and evaluated by a selection committee comprised of administrators, faculty and Student Services personnel. There is no minimum or maximum number of candidates selected for recognition; rather all who are judged to meet the criteria are accepted.