

# CENTER FOR SERVICE-LEARNING AND CIVIC ENGAGEMENT HOUR REPORT/SHOAT VERIFICATION AND FINAL EVALUATION

Cocoa 321-433-7610 • Titusville 321-433-5016 • Melbourne 321-433-5610 • Palm Bay 321-433-5253

Please use this form to record the number of community service-learning hours per week. This report should be initialed weekly by your agency supervisor.  
 At the end of your commitment, the placement site supervisor verifies total hours and completes the Student Evaluation. See bottom of form for distribution.

|                         |  |   |
|-------------------------|--|---|
| Student Name:           | Student B#:  | College Instructor:   |
| Community Partner Name: | Partner & N B J M:   | Community Partner Supervisor Name:  |
| Type of Activity:       | Human Service Experience (1 credit)<br>Service-Learning Option | Community Involvement (3 credits)<br>Student Organization/Club (Service Activity) |
|                         | Field Study (1 credit)<br>Internship                           | Volunteer   |

| Date | M | T | W | R | F | S | S | Total # Hours | Supervisor's Initials | Date | M | T | W | R | F | S | S | Total # Hours | Supervisor's Initials |
|------|---|---|---|---|---|---|---|---------------|-----------------------|------|---|---|---|---|---|---|---|---------------|-----------------------|
|      |   |   |   |   |   |   |   |               |                       |      |   |   |   |   |   |   |   |               |                       |

**Final Student Evaluation (Organization/Placement Site completes)**

|   |  |
|---|--|
| Attendance:<br>Dependability:<br>Responsibility:<br>Overall Evaluation of Performance and Comments: | Initiative:<br>Attitude:<br>Cooperative: |
|---|--|

VERIFICATION: I certify that the above information and following total completed hours are correct: TOTAL HOURS