

West-MEC Volunteer Service Verification Form

This letter is to verify that _____ completed _____
hours [Student's Name]

as a volunteer for _____ on

Day/s: _____

Date/s: _____

Time/s: _____

Location/s: _____

Job Function/s: _____

and should obtain community service credit for participating.

Supervisor at Volunteer Site - Title

Phone number

Supervisor Email address

Instructor Signature

NOTE: students must also post a picture/selfie to the West-MEC FBLA Instagram page using @westmec_fbla with a tag of #wm_fbla_service and notify an instructor via Slack, OR email a picture/selfie to an instructor

*Special circumstances must be addressed by the student with the instructor PRIOR to community service deadlines