



2012-2013 Parent Activity Confirmation Form

Dear Parent:

St. Joe depends on the generosity of our parents with their time, talent and resources. Thank you for your commitment to your student and our school.

In order to receive credit for your volunteer activities, please complete the following information below – **one form per activity** – and have the authorized chairperson of that activity sign the form. As soon as you have completed your second activity, please bring both forms to the Advancement Office. We will sign and authorize Finance to issue you a \$200.00 credit to your student account.

In order to expedite this process and receive your credit, it is your responsibility to complete the form, obtain signatures and turn into Finance. We ask that you complete this by no later than **April 15, 2013**, however please do not wait until April 15 to submit your paperwork. You may submit your forms as soon as you have completed your volunteer commitment.

If you need additional forms, you may obtain these from the Finance or Advancement Offices. For questions, please contact Joanne Williams at 956-542-3581, ext. 302. Thank you.

Name of Parent (Please Print): _____

Activity Completed: _____ Date Completed: _____

Signature of Authorized Activity Chairperson: _____ Date: _____

Signature of Parent: _____ Date: _____

Advancement Office: _____ Date: _____

Finance Department: _____ Date Received: _____

Date of Credit to Student Account: _____

Notes: _____

Thank you for your commitment of volunteerism to our school.