

TEMPLE CITY HIGH SCHOOL  
COMMUNITY SERVICE-LEARNING (CSL)  
FREQUENTLY ASKED QUESTIONS AND THEIR ANSWERS

**Q. How many hours do I have to earn to meet the graduation requirement?**

A. You will need to earn a minimum of 100 hours of credit by the end of your senior year.

**Q. What if I don't finish any hours in any given school year?**

A. You will receive an *incomplete (I)* on your report card for each year until you have completed 100 hours.

**Q. Where do I find service opportunities?**

A. We provide a list of organizations that you can work with to earn hours. You may also learn of new opportunities as they are posted outside of the Guidance Office and in the TCHS Daily Bulletin.

**Q. How do I record hours I've earned?**

A. Take a time card with you when participating in a service project and have it signed by the adult supervisor. Submit time cards to the Guidance Office **only after making a photocopy for your personal files.**

**Q. I don't have any transportation, so how can I get anywhere to complete my hours?**

A. There are many service opportunities right on this campus or within walking distance of any neighborhood.

**Q. If I don't complete this REQUIREMENT by the end of my senior year, what happens?**

A. **YOU DON'T GRADUATE.** No graduation ceremony. No Diploma. This is a **requirement** for graduation.

**Q. I have a family member, friend, etc. who owns a business and I help there for free. Will this count?**

A. No. In order to earn **Community Service** credit, you must earn your hours with a **non-profit or charitable organization**. If you help out for free at a business (for-profit venture) you are replacing paid labor and this is not community service. We want you to experience volunteering to benefit the community.

**Q. Can I volunteer for a family member's non-profit organization?**

Family members cannot sign off on time cards. If you work at an event with a family member another adult supervisor must be responsible for signing off on your hours.

**Q. What if I babysit for my friend or neighbor for free? I mow my uncle's lawn for free. I helped a friend move. I watched my neighbor's house while he was on vacation. Will these hours count?**

A. Sorry, but no. You should be paid for these services, or just consider them a favor. These services are not a **COMMUNITY** service. You're saving your neighbor, friend, uncle, or whomever a few bucks.

**Q. I help my friend with his math. Does this count?**

A. No. This is a study session. See the next Q & A.

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- Q. Is there any way to get CSL credit for tutoring?**  
A. Yes. You will receive credit *if* you tutor **on campus under the supervision of a staff member** or if you arrange *through the high school* to tutor an elementary or middle school student.
- Q. What if I tutor for community SAT prep businesses and don't get paid? Will that count?**  
A. No. It is a for-profit venture and you should be paid for your skills. We don't condone local business taking advantage of our students and these hours will not be approved.
- Q. Since I love animals, I like to help out at local animal hospital/veterinarian's office. Will this count?**  
A. No, because these are *for-profit* organizations. If you'd like to work with animals, the Pasadena Humane Society and the San Gabriel Valley Humane Society are **non-profit/charitable organizations** that have volunteer programs.
- Q. Is it possible to earn hours during the summer?**  
A. Yes. You may earn *most* of your hours during the summer, but we expect you to earn *some* during the school year as well.
- Q. I'm interested in a career in medicine. May I help at my doctor's office?**  
A. Sorry, no. But many hospitals have great volunteer programs! Please note: All volunteer hours must be completed in a hospital which has a **recognized volunteer program and you must be enrolled in that program.**
- Q. May I create my own service project?**  
A. Absolutely! Just see your counselor to have your idea approved BEFORE beginning to earn hours. If you earn hours on an original project without getting it pre-approved, there is no guarantee that the hours will be counted.  
Overnight events such as 24 hour famine or a weekend service project will be counted minus 8 hours per day for sleeping.
- Q. Where do I go to get questions answered? Get more time cards? Get ideas approved? Check my hours? Drop off my time cards?**  
A. Stop by the Guidance Office before school, nutrition break, lunch or after school.
- Q. How do I know if I've finished my CSL requirement?**  
A. Check the books outside the Guidance Office counter. You'll find your name and the number of hours recorded for you. If you suspect an error, see your counselor.
- Q. Should I keep a personal record or copy of the hours I've earned?**  
A. Yes. You should always keep copies and records of anything important in your life, including this graduation requirement. If you plan to apply for National Honor Society, you will need to submit these copies with your application.

**Remember, the key words in choosing your volunteer opportunities are  
NON-PROFIT and/or CHARITABLE.**

Please check with your counselor if you are not sure if an organization is acceptable.