



## Alumni Scholar Service Form 2007-08

### ***Instructions:***

In order to obtain service credit for your Renewal Scholarship you must fill out this form for each service project that you complete. **Please follow these instructions:**

1. Fill out the form accurately and obtain the signature of the service project supervisor. The supervisor must be a UCLA staff or faculty member; student signatories are not permitted.
2. This form must be turned in to the Alumni Association within **two weeks** of completing the service project. Bring the form to the drop-off box on the second floor of the James West Alumni Center. Sign the log sheet to indicate the time and date of your submission.
3. Once you have submitted this form you must log the service online. Visit [www.uclalumni.net/RenewalScholarship](http://www.uclalumni.net/RenewalScholarship) to log your service hours. As long as your service form is accurate and submitted on time, your service hours will be verified.

IMPORTANT NOTE FOR ONGOING SERVICE PROJECTS: Contact Michelle Sproat at 310-206-0663 or [MSproat@UCLAlumni.net](mailto:MSproat@UCLAlumni.net) for further instructions.

**Student Name:** \_\_\_\_\_ **Student ID:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Project Date:** \_\_\_\_\_ **Project Time: From** \_\_\_\_\_ **to** \_\_\_\_\_

**Total Hours:** \_\_\_\_\_

**Project Description:** (If this will be an ongoing project, indicate the number of instances and the number of hours you plan to serve.)

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**Supervisor Name:** \_\_\_\_\_ **Supervisor Title:** \_\_\_\_\_

As supervisor for the above-named service project I certify that this student has participated in the project for the length of time stated.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_