



Seminole County Public Schools, Florida
Student Bright Futures Volunteer Service/Paid Work Guidelines and Service Plan

Program Purpose & Benefits

The SCPS volunteer service and paid work programs empower students to develop a sense of responsibility. Through volunteerism and employment, students foster an understanding of the value of community and productive citizenship.

Participation in the SCPS Volunteer Service Program includes the following additional benefits:

- Earn one-half (0.5) credit for completing 75 approved hours of volunteer service/paid work and submitting a reflective essay.
- Demonstrate commitment to colleges, universities, and future employers.
- Meet the volunteer service/paid work requirement in the Florida Bright Futures Scholarship program. See below for more information.

Florida Bright Futures Scholarships are based on specific academic requirements and volunteer service work hours earned in grades 9-12. Students must earn either the required volunteer service OR paid work hours, **but not a combination of both**. Service hours/paid work hours must be completed with an agency, company, organization, or business.

Scholarship	Volunteer Service Hours Required	Paid Work Hours Required
Florida Academic Scholarship (FAS)	100	100
Florida Medallion Scholarship (FMS)	75	100
Gold Seal CAPE (GSC)	30	100
Gold Seal Vocational (GSV)	30	100

Bright Futures Eligibility

Florida law identifies the requirements for completion of a program of volunteer service or paid work for qualifying for Bright Futures scholarships:

"The student may **identify a social or civic issue or a professional area** that interests them and **develop a plan** for their involvement in addressing the issue or learning about it. The student must, through papers or other presentations, **evaluate and reflect** upon their volunteer service or paid work experience. Such volunteer service or paid work may include, but is not limited to, a business or governmental internship, work for a nonprofit community service organization, or activities on behalf of a candidate for public office. The **hours of volunteer service or paid work must be documented in writing**, and the document must be signed by the student, the student's parent or guardian, and a representative of the organization for which the student performed the volunteer service or paid work."

Volunteer/Paid Work Service Process

Students must follow these steps to earn service or paid work hours:

1. Identify a social or civic issue or a professional area of interest for volunteering or a paid work experience of interest.
2. Contact an organization/business related to this topic and discuss options for volunteer service or paid work. Review the above limitations related to hours that will not be accepted.
3. Complete the SCPS Student Volunteer/Paid Work Service Plan. Remember to include student, parent, and supervising agency/business signatures.
4. Log service/paid work hours using the SCPS Volunteer Service and Paid Work Log. It is the student's responsibility to maintain copies of all documents for submission.
5. Begin volunteering or working and record hours on the SCPS Volunteer Service and Paid Work Log. It is the student's responsibility to record service and paid work hours.
6. For each location, submit the Volunteer Service/Paid Work Guidelines and Service Plan and the Volunteer Service and Paid Work Log.
7. After obtaining the required volunteer or work hours for Bright Futures and/or academic credit, submit a one-page reflective essay that includes why the topic and service/work site(s) were chosen, the duties performed, and what was learned/gained from experience. One essay may address experiences at multiple sites.
8. Forms must be completed in entirety. Students must complete separate forms for each location.



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Student Name _____ Grade _____ Graduation Year _____ Date of Birth _____

Phone Number (____) _____ - _____ Email Address _____ High School _____

Student's selected social or civic issue or professional area of interest (if applicable): _____

Service Organization(s)/Business Name: _____

Mailing Address: _____ Phone: (____) _____ - _____ Website: _____

Describe the duties the student will perform: _____

Name of Contact Person agreeing to supervise student: _____

Contact Person Email Address: _____ Contact Person Phone Number: (____) _____ - _____

I am completing (select one): Volunteer Service Hours Paid Work Hours

I elect to earn this credit as Pass/Fail (No Grade is assigned, and there is no impact on the GPA). Student Initials: _____ Parent Initials: _____

I agree to the following to ensure my service or work hours meet approval guidelines:

- I do not need approval to begin my plan, but I may submit my plan to ensure it meets approval guidelines before beginning service or work hours to guarantee that hours will be accepted.
- If I am a senior who would like to be considered for any of the Florida Bright Futures award levels at the seventh-semester eligibility review, I should submit the Volunteer/Paid Work Service Work Log by the end of the 1st semester.
- If I am a senior, I must submit the Volunteer/Paid Work Service Work Log before May 1 to meet eligibility for the Florida Bright Futures award in the evaluation conducted following graduation.
- I may complete volunteer service at my high school, but hours must be earned outside regular school hours.

I understand **volunteer service hours** will not be accepted for the following circumstances. **This applies to volunteer hours ONLY:**

- Service for which a student benefits financially or materially for the volunteer service worked
- Service completed by the student during school hours
- Service completed by the student before promotion to 9th grade
- Court-directed community service
- Service that is a prerequisite for employment
- Fundraising for a school-sponsored activity
- Attendance at religious services, retreats, self-improvement courses, conferences, or workshops
- Service for family-related activities or service to family members
- Unsupervised service
- Service for which a student receives academic credit (except for credit earned through an approved service learning course)

We agree to the program requirements as explained in the SCPS Volunteer Service Program Guidelines & Applications document:

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Organization/Business Contact Signature: _____ Date: _____

Principal or designee signature below indicates that this plan is approved but is not required to begin service or work hours:

Principal (or Designee) Signature: _____ Date: _____



Seminole County Public Schools, Florida Student Volunteer Service/Paid Work Program Hours Log

Student Name _____ Grade _____ Graduation Year _____

Date of Birth _____ Phone Number (____) _____ - _____ High School _____

Mailing Address _____ Email Address _____

Student's selected social or civic issue or professional area of interest (if applicable): _____

It is the student's responsibility to maintain the verification of community service/paid work hours. Use multiple pages if necessary to document up to 100 hours.

DATE	HOURS SERVED/ WORKED	ORGANIZATION/BUSINESS	TITLE AND SIGNATURE OF VOLUNTEER COORDINATOR/ WORKSITE MANAGER

TOTAL HOURS: _____

We certify that the above hours were performed after completing an SCPS Student Volunteer/Paid Work Service Plan and that all these hours meet the SCPS Student Volunteer Service/Paid Work Program Guidelines.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Organization/Business Contact Signature: _____ Date: _____

Principal or designee signature below indicates that the hours have been accepted and recorded:

Principal (or Designee) Signature _____ **Date** _____