



President's Volunteer Service Award Group Application For MDC Student Organizations

**1st Application for Spring Awards Recognition due March 25, 2022
Final Application due April 29, 2022**

This form should be completed for MDC Student Organizations by their Club President and Advisor. Please type or print using blue or black ink. The organization must submit a minimum of 200 service hours within a consecutive 12-month period.

Qualifications:

- The organization applying must be an approved and active student club/organization.
- Two or more group members must be involved for hours to count as group service.
- All hours reported must have been completed as part of the student organization.

Student Organization Information

Organization Name: _____

Campus where organization is registered: _____

Organization President's Name: _____

Organization President's Primary Phone: _____ Secondary Phone: _____

Organization President's Primary E-mail Address: _____

Organization Advisor Name: _____

Organization Advisor Primary Phone: _____

Organization Advisor Primary E-mail Address: _____

Volunteer Service Information

Total number of hours: _____ (minimum of 200 service hours within a consecutive 12-month period)

Start Date (dd/mm/yyyy): _____ End Date (dd/mm/yyyy): _____

Total number of members contributing to the total of hours: _____

Please remember to complete the back of the application.

-----Do not write in this box (Official Use)-----

Categories by hours

Date received: _____ Date entered stamp: _____	Bronze Silver Gold	100 - 174 175 - 249 250 +
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Student Organization Member Information Sheet

Input the total hours per member. All hours reported must have been completed within the same 12-month period and contributed to this organization.

Member's Name	MDC Student ID	Member's Email	Total Hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
Reporting Period		Total Hours	

All hours reported must be supported by documentation with a signature from a supervisor. The application is due **March 25, 2022**, for Spring Awards Ceremony Recognition and the final application deadline is **April 29, 2022**. In addition to this form, each group member is required to register their hours in the Institute for Civic Engagement & Democracy's database to qualify. Instructions can be obtained at any of the offices listed below.

Please turn in application to the Institute for Civic Engagement and Democracy office at your campus

- North Rm 4204 | 305.237.1820
- Kendall Rm 8201 | 305.237.0859
- Wolfson Rm 1201 | 305.237.3848
- Padrón Rm 612100 | 305.237.6111
- Homestead Rm A -108 | 305.237.5205
- Hialeah Rm 2102 - 01 | 305.237.8858
- Medical Rm 2204 | 305.237.4476
- West Rm 1122 | 305.237.8960