

s c h o l a r s h i p
C L A

Community Service - Site Information
(To be completed by the site **Supervisor**)

Due: September 28

Instructions:

1. Download this community service form to your computer.
2. After saving this form to your computer, double click to open file.
3. Proceed to fill out text fields with your answers.
4. After filling out the form, re-save the PDF to your computer.
5. Print out PDF of the form with your information and sign at the bottom.

Note:

Provide information about the organization offering volunteer opportunities for community service participation. This form will be used for verifying a student's placement in the agency and also kept on file for any student seeking to volunteer.

Student's Name:

Date:

Organization Name:

Organization Address:

Supervisor Name/Title:

Phone number:

E-mail Address:

Please provide a brief description of the services provided and the clients served by your program or organization.
(Please attach information about your organization.)

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Please provide us with a description of the position with specific tasks to be performed by the student:

Please describe the learning opportunities, responsibilities, and expectations for this student at your site:

Supervisor Signature:

Date:

Please Return To:

Sara Rivera
Latino/a Student Cultural Center (120 FA)
Northeastern University
360 Huntington Avenue
Boston, MA 02115

Note:

If you have any questions or concerns, please email Sara Rivera at s.rivera@neu.edu or call the Latino Student Cultural Center at (617) 373-5845.

Thank you for your cooperation and assistance.