

Before you begin service at your volunteer site, you must submit to the sociology department chairperson specific information about your placement. Please complete the form below and submit it by the second week of the placement. The information below must be on file and current to ensure credit.

Student Name _____
First Middle Last

Home Address (# and street) _____

City _____ State _____ Zip _____

Telephone _____ Email _____

Salem State University Student ID _____ Academic Standing Junior Senior

Major _____

Name of Volunteer Organization: _____

Address of Organization: _____

Phone Number: _____ Website Address: _____

Contact Person (Project Supervisor): _____

Supervisor's Phone Number: _____ Supervisor's Email Address: _____

Community Service Schedule (days and hours): _____

Estimated number of hours per week to be spent on site/engaged in community service: _____

Description of Project:

Specific Responsibilities and Duties:

Student Name (printed): _____

Student's Signature: _____

Date: _____

Supervisor's Signature: _____

Date: _____

Sociology Chairperson's Signature: _____

Date: _____