



Honors Institute Service Activity Form

PLEASE USE THIS FORM TO DOCUMENT SERVICE ACTIVITIES IN THE HONORS INSTITUTE

Instructions:

- Complete all sections of the form, including the full name of organization and contact information;
- Have the advisor sign the form where indicated;
- Submit the form to the Honors Institute by mail, or in person. The Honors office is located in Bldg. 5-212. Our phone number is 585-292-3351.

Mail forms to:

Honors Institute at Monroe Community College
Bldg. 5-212
1000 East Henrietta Road
Rochester, NY 14623

STUDENT INFORMATION

Name: _____ **M#:** _____

Phone: _____ **Student Email:** _____

SERVICE ORGANIZATION INFORMATION

Name of Club / Organization: _____

Name of Contact Person: _____

Phone: _____ **Email:** _____

Date(s) of Activity: _____ **# of Volunteer Hours Worked:** _____

Activity Advisor's Signature

Date

Printed Name

OFFICE USE ONLY:

Total points earned: _____

Notes:

Date recorded in database: _____

Date confirmation email sent: _____