

St. Mary's Academy Service Program FAQs

[Why is service a St. Mary's Academy graduation requirement?](#)

[How many service hours are required?](#)

[May I complete my service anywhere?](#)

[May I serve with multiple organizations?](#)

[How do I submit my completed hours?](#)

[Are there any other requirements?](#)

[Still have questions?](#)

Why is service a St. Mary's Academy graduation requirement?

The Service Program is a core component of our values-based education across all grades and divisions. Service provides students an opportunity to become active members in the community, learn from those they serve, and discover their abilities to make a difference.

Service-learning work develops more vital social-emotional skills in students who perform much-needed work for local organizations. Civic learning and democratic engagement in local and global contexts prepare students for meaningful work as leaders and change-makers in the 21st Century. Our Service Learning Program follows the [National Youth Leadership Council's K-12 Service-Learning Standards for Quality Practice](#).

How many service hours are required?

Students are required to complete 100 hours of service to graduate from SMA High School (although most students graduate with far more). The hours are dispersed throughout the four years and are prorated for transfer students.

- Grade 9: Ten hours due in February
- Grade 10: Twenty hours due the Friday following Spring Break
- Grade 11: Thirty hours due the first Friday in May
- Grade 12: Forty hours due the Friday following Spring Break.
 - Seniors may also graduate with [Service Honors](#).

May I complete my service anywhere?

You may complete your service with any of these [pre-approved service organizations](#). Students who want to complete their service with organizations not on this list should complete the [Alternative Service Site Proposal Form](#). This includes students who need to complete their service hours remotely.

May I serve with multiple organizations?

We encourage you to stay with one organization each year, if at all possible. This allows you to gain more depth in experience and understanding of the organization and the social issues they are working to address. We realize some service programs only offer a limited number of hours. If you need to combine multiple placements, please email Ms. Summers.

How do I submit my completed hours?

There are three acceptable ways to submit the verification of your service hours.

1. Have your site supervisor email Ms. Summers directly
2. If you have access to an online log through your organization, you may email Ms. Summers a screenshot. Please make sure the screenshot includes your name, the name of the organization, and the total number of hours you completed.
3. If your organization requests you provide a paper log for them to sign, [please make a copy of this](#) and complete the information section at the top. Email Ms. Summers the signed document.

Are there any other requirements?

Each grade has a Service Learning component, where they are guided through reflections and discussions on their service experiences. [Please click here](#) to see an outline of the four-year Service Learning Curriculum.

When can I begin counting my service hours?

You may start counting your service hours for the following school year after completing your last final in May/June. It is highly recommended that students complete their service requirements over the summer when possible. Hours completed during the school day will not count.

Questions?

Contact the Director of Service Learning, [Ms. Summers](#).