



Odessa College Foundation
 Student Financial Services
 201 W. University
 Odessa, Texas 79764
 Phone: 432-335-6429
 Fax: 432-335-6824

Community Service Hours Time Record Sheet

 Student's Name

 Student ID or Social Security Number

 Date

 Scholarship Name

FALL
SPRING

 Semester (Select one term only)

The student is responsible for completing the required number of hours of community service from an approved agency during the semester for the scholarship awarded. The Time Record sheet must be completed and signed by the agency in order to receive full credit for the service hours.

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Agency Name: _____ Phone: _____

Contact Person: _____ Signature: _____

Number of Hours Completed: _____ Date Completed: _____

Type of Work: _____

.....

Agency Name: _____ Phone: _____

Contact Person: _____ Signature: _____

Number of Hours Completed: _____ Date Completed: _____

Type of Work: _____

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Contact Person: _____ Signature: _____

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