

## Grading for Service Project

Return the following forms by the deadline:

- Completed Service Agreement Form      5 pts.
- Completed Service Hours Report Form    50 pts.
- Completed Supervisor's Report          10 pts.
- Reflection paper                              35 pts.

## Guidelines for Reflection Papers

As a culmination of each year of your service learning experience at Sacred Heart Catholic School, you are required to write a reflection paper about your experience. The paper will be worth 35% of your service project grade. The paper must be typed. It should be reflective in nature and be a minimum of 350 words. It should include:

- A summary of your experience
- How your service impacted the individuals or agency that you helped
- What insights you gained
- How this experience may influence your future behavior

If the paper is not completed, the student will not be eligible for extra-curricular activities, and report cards will be held until the assignment is completed. If not completed by the end of the school year, the student will not be permitted to enroll for the next year.

If you have any questions, you may e-mail Mrs. Mallicoat any time at [smallicoat@shcards.org](mailto:smallicoat@shcards.org). Documentation for the service project may be scanned and e-mailed and the reflection paper may be e-mailed to Mrs. Mallicoat anytime during the summer, or all documentation and the reflection paper may be turned in to Mrs. Mallicoat on the first day of school for students, August 10, 2017.