What counts as Volunteer Service Hours?

General requirements

Service hours are acts of volunteer service benefiting others.

There are **on-campus** and **off-campus** opportunities for service hours.

Hours must be submitted for approval on GivePulse.

Cannot count time spent on activities for which compensation/stipend/pay was received. A free meal or t-shirt does not count as compensation.

If unsure whether an activity counts as service, email give@gcsu.edu. There is room for discussion but the decision to count or not count hours rests with the Office of Community Engagement and Service.

Eligible Service hours include:

- Unpaid acts of volunteer service benefiting others.

Eligible Service hours <u>do not</u> include:

- Philanthropic donations and/or activities. Exceptions apply, see **Philanthropy**.
- Political lobbying (non-partisan voter registration is an eligible activity)
- Religious instruction, proselytizing, or worship service. Exceptions apply, see **Religious**.
- Court-ordered or sanction required community service.
- Serving only family members or friends.
- Student club or organization activities. Exceptions apply, see **Student Organizations.**
- Degree requirements. Exceptions apply, see **Community-based Engaged Learning and Courses**.

On-Campus Service

This type of service directly benefits Georgia College & State University or is physically conducted on the GCSU campus.

Examples include:

- Note-taking for Student Disability Resource Center
- Putting up the lights for 'Hanging of the Greens'
- Tabling for philanthropy for your organization Ex: ZLAM the Door, Pie-A-Pi, Chili cook offs, bake sales, pottery & plant sales, etc.
    - This does not include tabling for homecoming to get votes for a candidate or tabling to recruit members to your organization

Off-Campus Service

This type of service benefits entities other than GCSU or GCSU student groups such as non-profit organizations, NGOs, community members, etc.

It is not limited to the Milledgeville-Baldwin County community. Volunteer hours can be done all across the country and even internationally.

<u>Time spent traveling to and from the service location does not count as service hours.</u>

Examples include but are not limited to:

- Building a house with Habitat for Humanity
- Serving food at a soup kitchen
- Volunteering with the animal shelter
- Spending time with residents at the War Veteran's Home
- Volunteering with the American Red Cross

Philanthropy

Volunteer recognition and awards are earned through time served. Thus, donation of money and items do not count for service hours.

Participating in or attending a philanthropy event does not always count as service hours. Hosting the philanthropy event rather than attending does count for service hours.

Some examples of those that do not count are:

- Buying T-shirts
- Buying food/drinks
- Giving money to an organization
- Donating items to an organization

Some examples of those that do count are:

- Participating in Dance Marathon
- Relay for Life
- Washing cars for a charity car wash

With approval from the Office of Community Engagement Service, time spent planning/organizing a philanthropy event can be counted as community service (ex. Dance Marathon executive board, fraternity/sorority philanthropies, etc.). ***Students wishing to receive community service hours under this exception must include a detailed description of all activities completed and the amount of time spent on each activity.**

Religious

Time spent on activities that only benefit the membership of a religious organization cannot be counted as community service hours.

Examples include but are not limited to:

- Creating religious materials
- Fundraising for a religious organization

Religious instruction cannot be counted as community service.

Time spent serving with a religious organization on activities that **benefit a wider population** can be counted as service hours (ex. serving dinner to hungry members of the community through your church).

Student Organizations

Time spent on activities that **only benefit the membership of an organization** cannot be counted as community service hours.

Examples include but are not limited to:

- Attending/leading any meetings
- Preparing materials such as agendas or flyers
- Marketing for your organization
- Club intramural team
- Sisterhood night
- Chapter/executive board meetings

Community-based Engaged Learning and Courses

Time doing class work that will be turned in for credit cannot be turned in for service hours.

Time spent outside of the classroom may be counted as service hours if the class is CbEL approved (ex. mentoring elementary school children as a service project).

Time spent shadowing without performing a task cannot be counted as community service hours.

Examples include but are not limited to:

- Red Cross CPR training
- Leadership courses
- Job shadowing
- In-class preparation for service-learning projects

Summer Camps

- **Unpaid** hours completed while working for a summer camp can be counted as community service.
- **Students cannot include time spent sleeping, eating, showering, etc**

Blood Drives

- Donating or attempting to donate blood counts as one community service hour.
- Assisting with the functioning or marketing of a blood drive can be counted as community service as long as it is an **unpaid position**.

If you believe that an activity you participated in constitutes gaining service hours, please reach out to the Office of Community Engagement and Service

Email give@gcsu.edu

Phone (478) 445 – 7865