



MDC* President's Volunteer Service Award Student Organization/Club Application

**1st Application for Spring Awards Recognition due by March 31
Final Application due May 3**

This form should be completed for MDC Student Organizations by their Club President and Advisor. Please type or print using blue or black ink. The organization must submit a minimum of 200 service hours within a consecutive 12-month period.

Qualifications:

- The organization applying must be an approved and active student club/organization.
- Two or more group members must be involved for hours to count as group service.
- All hours reported must have been completed as part of the student organization.
- **All hours must be registered in the Changemaker Hub**

Student Organization Information

Organization Name: _____ Campus Where Organization is Registered: _____
 Organization President's Name: _____ Organization President's Primary Phone: _____
 Organization President's Primary E-mail: _____
 Organization Advisor Name: _____ Organization Advisor Phone: _____
 Organization Advisor E-mail Address: _____

Volunteer Service Information

Total Number of Hours: _____ (minimum of 200 service hours within a consecutive 12-month period)
 Start Date (dd/mm/yyyy): _____ End Date (dd/mm/yyyy): _____
 Total number of members contributing to the total of hours: _____

Please remember to complete the back of the application.

-----Do not write in this box (Official Use)-----		
<u>Categories by hours</u>		
Date received: _____	Bronze	200+
Date entered stamp:	Silver	500+
	Gold	1,000+

*Note: This is an **internal MDC President's Service Award**, not from the President of the United States (PVSA). Students can qualify for the individual PVSA from the US President if they complete a minimum of 100 hours of service in a 12-month period. For info on how to apply for the PVSA visit www.mdc.edu/iced/awards.

Student Organization Member Information Sheet

Input the total hours per member. All hours reported must have been completed within the same 12-month period and contributed to this organization and submitted via the Changemaker Hub.

Member's Name	MDC Student ID	Member's Email	Total Hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
Reporting Period		Total Hours	

All hours reported must be supported by documentation with a signature from a supervisor. The application is due **March 31 each year** for Spring Awards Ceremony Recognition and the final application deadline is **May 3**. In addition to this form, each group must register their hours in the MDC Changemaker Hub. Instructions can be obtained at any of the offices listed below. Questions, email iCED@mdc.edu

Please turn in application to the Institute for Civic Engagement and Democracy office at your campus

- North Rm 4204 | 305.237.1820
- Kendall Rm 8201 | 305.237.0859
- Wolfson Rm 1201 | 305.237.3848
- Padrón Rm 612100 | 305.237.6111
- Homestead Rm A -108 | 305.237.5205
- Hialeah Rm 2102 - 01 | 305.237.8858
- Medical Rm 2204 | 305.237.4476
- West Rm 1307 | 305.237.8960