



# Verification of Service-Learning Hours Spring 2019

Please fill out the information below and have your site supervisor fill out their information. Please turn this letter in no later than **Monday, May 13<sup>th</sup>, 2019**. Once completed, you can either email this to [civiclearning@middlesex.mass.edu](mailto:civiclearning@middlesex.mass.edu) or drop it off on the Lowell Campus in the Cowan Center 407 drop box, Cowan Center 5<sup>th</sup> floor cubicle 21, or the Bedford drop box outside of Campus Center room 200.

Date: \_\_\_\_\_

This letter is to verify that the following student completed their service-learning hours at this agency.

Student Name: \_\_\_\_\_

Course (Name, number and section): \_\_\_\_\_

Faculty Name: \_\_\_\_\_

Total Number of Hours: \_\_\_\_\_

Thank you,

Name of Community Partner: \_\_\_\_\_

Site Supervisor's Name: \_\_\_\_\_

Site Supervisor's Signature: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_