



St. Louis Catholic Church and School Service Hours Program 2025 - 2026



At Baptism, we received the grace that enables us to love and serve others without counting the cost, to see Christ in them, and to avoid hurting them. Grace makes us eager to reach out to others with concern. It leads us to use our gifts and talents to meet their needs. Service helps our love for others grow stronger. Your attitude toward service can teach people how to have a heart for others. When we reach out to others in service with the joy and strength of the Holy Spirit, we find we are the ones who really receive. We receive Christ, who lives in the people we serve.

Service Hours Information

Rising 5th-8th graders at SLS and candidates for Confirmation may begin performing his/her 2025/2026 service hours on May 24, 2025. A list of pre-approved service projects follows. If you wish to perform a service not on this list, please check with your Religion teacher for approval before performing the service. **ALL SERVICE HOURS NOT ALREADY ON THE PRE-APPROVED LIST MUST BE APPROVED. ANY HOURS NOT PRE-APPROVED WILL NOT BE COUNTED.**

We will continue using the x2VOL online program this year as a means to track and verify all service hour projects for students. Information on how to login to your student account and how to enter your service hours will be emailed to you and your parents. All student accounts from this past school year have been archived but are still visible when you login in. Please simply move forward entering your new projects. (There is a tab to sort at the top of your opportunities page; this will sort your entries newest to oldest which should help with any confusion.)

Verification from someone at the agency or organization where you provided service to confirm your hours will be required (this is their *signature* to verify you were present and performed your service). Parent verifications are never accepted. Verification information should be obtained as the hours are performed and submitted to x2vol as soon as possible. **If this is not possible, students will have one month after the service was performed to obtain the appropriate verification.**

Once verified, your teacher will approve your entry as long as it meets the guidelines stated above. Due dates are provided on the next page.

“As each one has received a gift, use it to serve one another as good stewards of God’s varied grace.”

-1 Peter 4:10

2025-2026 Requirements

St. Louis School 5th Grade: 5 total hours (2.5 hours due by December 5, 2025; remainder due May 1, 2026)

St. Louis School 6th Grade: 10 total hours (5 hours due by December 5, 2025; remainder due May 1, 2026)

St. Louis School 7th Grade: 15 total hours (7.5 hours due by December 5, 2025; remainder due May 1, 2026)

St. Louis School 8th Grade: 20 total hours (10 hours due by December 5, 2025; remainder due April 2026)

St. Louis Church PRE Confirmandi: 20 total hours (10 hours due by December 5, 2025; remainder due April 2026)

*Students may begin performing service hours for the 2025-2026 school year on May 24, 2025.

*All hours completed between May 24, 2025 - August 28, 2025, must be turned in by August 28, 2025.

Pre-Approved Service Projects

St. Louis Church or School Office Work/Counting Candle Money

St. Louis Church VBS

St. Louis Church Nursery (unpaid)

St. Louis Church PRE/Café 203/Catechesis of the Good Shepherd

St. Louis Church Feed My Flock

St. Louis Church Parish Picnic

St. Louis Church DRE Sacramental Prep.

St. Louis Church Men's Club Events (Hole-In-One, Parish Picnic, Pig Day, Mardi Gras Parade, Fish Fry)

St. Louis Church Lessons & Carols

St. Cecilia's Children's Choir (not School Masses)

St. Vincent de Paul

St. Louis School Back to School Sunday/Open House/Stem Night

St. Louis Home & School Events (School Supplies, Trunk or Treat, Auction, Cardinal 5K, Receptions)

St. Louis School Camps run by an SLS staff member (after school or during summer/holiday break)

St. Louis School Cardinal Crops

St. Louis School Spirit Shop

St. Louis School Concession Stand

St. Louis School IT Dept

St. Louis School Library

St. Louis School Peer Tutoring (not during school hours)

St. Louis School Teacher Classroom Assistance*

Altar Serving (all churches but not School Masses)

Ave Maria Home

Catholic Charities Events/Food Bank/Mobile Food Pantry

Catholic Diocese of Memphis Events (Seminarian Dinner)

Catholic Heart Work Camp

Madonna Learning Center

Manna House Memphis

St. Mary's and/or St. Peter's Soup Kitchen (*If making sandwiches, the student must make 50 sandwiches on his/her own to earn one hour. Time is not given for shopping or driving to deliver.*)

Youth Villages Soup Sunday



Service Project Guidelines

*Students are not allowed to grade papers or assist teachers with counting extra credit. ***Volunteering to clean or set up the same teacher's classroom will only be allowed once per semester.*** Students are not allowed to babysit teacher's children for service hours.

Any service opportunities that come from the St. Louis Church DRE's office are considered pre-approved even if they are not listed above.

In determining your service, try to find opportunities that directly serve the poor or those in true need of service. Remember...service hours are unpaid hours and may not be performed **DURING THE SCHOOL DAY**. These are certainly not the only projects you can perform. If you have other ideas or opportunities of interest, **STUDENTS** must contact their Religion/Confirmation teacher.

All hours MUST be pre-approved: ANY SERVICE PROJECTS NOT ON THIS LIST MUST HAVE PRE-APPROVAL FROM THE STUDENT'S RELIGION TEACHER VIA EMAIL PRIOR TO PERFORMING THE PROJECT

Students do not receive service hours for working fundraisers that benefit them. For example, working a fundraiser is not service if you are raising money for a mission trip.

Babysitting, yardwork, teaching at a private dance studio or private tutoring sessions are not approved for service hours. Any work for a for-profit business or organization will not be accepted unless it is in connection with a larger charitable organization/event (e.g., assisting a business with a food drive or charitable effort).

Service hours cannot be performed for a student's parent/guardian or immediate family. Hours may be performed with a parent/guardian or family member if it is for a larger charitable organization/event, but hours performed assisting a parent/guardian or family member with regular household tasks (e.g., babysitting siblings, yard work, cleaning the house) will not be accepted. Contact your religion teacher for specific situations where this might count; your teacher does reserve the right to reject any service hours entry that does not meet the above stated criteria.

"Bonus" hours cannot be earned. You can only earn service hours for actual hours served.

Students should also not combine Religion/Confirmation service hours with service hours for other organizations (i.e. Beta Club, Scouts, Cheerleading, etc.)





Service Hours One-Pager



Step 1: Choose a Service Project

If it **IS** on the Pre-Approved Service Project List...
Go to Step 2!

If it is **NOT** on the Pre-Approved Service Project List...

- ☐ BEFORE the opportunity, the student should email his/her Religion Teacher for approval.
- ☐ Once approved, go to Step 2!

Step 2: Serve!!

- ☐ Make sure to get the NAME and EMAIL ADDRESS of the activity supervisor!

Step 3: Enter into x2VOL

- ☐ Do this as soon as possible after the Service Project.
- ☐ Click "Add Hours" at the top of the page.
- ☐ Click "Create New" at the top of the next page.
- ☐ Enter Agency/Organization Name
- ☐ Enter Project Description: What did you do?
- ☐ Click "Faith Based" under Interests
- ☐ Type the **NAME** and **EMAIL ADDRESS** of the activity supervisor
 - ☐ DO NOT ENTER A PHONE NUMBER.
 - ☐ The supervisor CANNOT be your parent.
- ☐ Enter the Date and Hours Served
- ☐ Click the circle by "Apply to all Non-Exclusive Goals."
- ☐ Click the box by "The hours I am submitting..."
- ☐ Click SUBMIT at the bottom of the page.

Step 4: Check!

- ☐ After a few days, make sure your hours have been verified by your activity supervisor and approved by your Religion Teacher in x2VOL.
- ☐ If they haven't been verified, reach out to your activity supervisor to remind them to verify your hours.

St. Louis Catholic Church and School
Student Service Hours Acknowledgement Form

Student Name: _____

Purpose:

This form acknowledges that the student and their parent/guardian have received, read, and understood the **Service Hour Requirements, Guidelines, Deadlines, and Policies** provided by St. Louis Catholic Church and School. By signing below, both parties agree to adhere to the outlined expectations.

Acknowledgement:

We, the undersigned, confirm that:

- We have received and reviewed the **Service Hour Requirements and Guidelines** in their entirety.
 - We understand the **minimum number of service hours** required for the current academic year.
 - We understand the **types of service activities** that do and do NOT require **PRE-APPROVAL**.
 - We are aware of the **documentation and verification** process for completing service hours using x2vol.
 - We acknowledge the **deadlines** for submitting service hour documentation.
 - We understand that failure to meet service hour requirements may result in consequences as outlined in the guidelines (e.g., impact on sacrament eligibility, grades, or participation in certain school events).
 - We agree to follow all procedures and communicate with our Religion Teacher and/or the Service Coordinator as needed.
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Signatures:

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

Please return this signed form to your **Religion Teacher** by _____.