



STRAKE JESUIT COLLEGE PREPARATORY  
8900 BELLAIRE BLVD., HOUSTON, TX 77036



To Whom It May Concern:

We are pleased that you have accepted one of our Strake Jesuit students as a volunteer for your organization. Strake Jesuit has a strong tradition of volunteer service and we hope our volunteer student helped your organization in a meaningful way, and at the same time was also enriched by his experience there.

Your efforts in completing the information requested below are truly appreciated; it will help us keep track of the hours the student volunteered. Please return this completed sheet to the student volunteer after he completes his scheduled work with your organization, or you may choose to forward it directly, via mail, fax or an email attachment.

Sincerely,

*Reynold D'Souza*

Service Projects Coordinator

(Ph): 713.448.8437

(Fax): 713.272.4321

rdsouza@strakejesuit.org

(To be filled by an authorized person at volunteer organization)

Name of SJ student volunteer	# Hours volunteered
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Comments on type of service performed:

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Name and Title of person filling form	Date
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Organization	Daytime Phone # for verification purposes
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**For Official Use Only**

Date received: \_\_\_\_\_ Verified hours on: \_\_\_\_\_

Students, please fill out the information below

Grade level: \_\_\_\_\_

Homeroom #: \_\_\_\_\_