

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
SCP-3670.A, Public School Service Form**

**Request for Credit, EL 101**

Student Name \_\_\_\_\_ Student Number (S#) \_\_\_\_\_

Number of Credits Requested \_\_\_\_\_

Name of Elementary, Middle, or High School \_\_\_\_\_

Types of Volunteer Activities (Examples include tutoring, mentoring, advising)

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Number of Hours Spent in Public School Service \_\_\_\_\_ Dates of Service \_\_\_\_\_

Grade Level \_\_\_\_\_ Supervisor's Signature \_\_\_\_\_

Verified by: \_\_\_\_\_  
Southern Representative Date

Supervisor's Recommendation

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Credit Hours Granted: \_\_\_\_\_ Recommended by: \_\_\_\_\_  
Academic Dean Date

Approved by: \_\_\_\_\_  
Chief Academic Officer Date

Fee paid: \_\_\_\_\_ Received by: \_\_\_\_\_  
Business Office Representative Date

Recorded by: \_\_\_\_\_  
Registrar Date