

INCARNATE WORD ACADEMY
BE COMPASSIONATE AND SERVE ONE ANOTHER PROGRAM

**"BE COMPASSIONATE AS YOUR HEAVENLY FATHER IS COMPASSIONATE.
ANYONE WHO DESIRES TO COME TO ME WILL HEAR MY WORDS AND PUT THEM IN TO PRACTICE."
LUKE 6: 36, 47**

INCARNATE WORD ACADEMY IS AN EDUCATIONAL INSTITUTION DEDICATED TO JESUS, THE INCARNATE WORD. EACH STUDENT IS REQUIRED TO PARTICIPATE IN A SERVICE PROGRAM TO ENCOURAGE THEM TO MODEL THEIR LIVES AFTER HIM.

PURPOSE:

- TO BECOME MORE AWARE OF THOSE IN NEED, ESPECIALLY THE MOST VULNERABLE AND DISADVANTAGED IN OUR SOCIETY, SUCH AS THE ELDERLY, POOR AND THE MARGINALIZED.
- TO BE OF SERVICE WITHIN YOUR PARISH, CHURCH OR SCHOOL COMMUNITY.
- TO COME TO A DEEPER UNDERSTANDING THAT SERVICE IS AN INTEGRAL PART OF THE CHRISTIAN LIFE.

OVERVIEW OF SERVICE REQUIREMENTS:

EACH STUDENT WILL SERVE, AT LEAST, 25 HOURS EACH YEAR AND NO LESS THAN 100 HOURS BEFORE GRADUATION. AT LEAST ONE HALF OF THE REQUIRED HOURS MUST BE COMPLETED IN EACH SEMESTER UNLESS PRIOR APPROVAL HAS BEEN GIVEN.

SUBMIT YOUR COMPLETED AND SIGNED SERVICE HOURS RECORD FORM(S) TO THE CAMPUS MINISTER.

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| FRESHMAN YEAR | 25 HOURS | AT LEAST 12.5 IN EACH SEMESTER |
| SOPHOMORE YEAR | 25 HOURS | AT LEAST 12.5 IN EACH SEMESTER |
| JUNIOR YEAR | 25 HOURS | AT LEAST 12.5 IN EACH SEMESTER |
| SENIOR YEAR* | 25 HOURS | AT LEAST 12.5 IN EACH SEMESTER |

***SENIORS MUST HAVE 100 OR MORE HOURS COMPLETED BY JAN. 31 OF GRADUATING YEAR.**

GUIDELINES:

ALL SERVICE IS GOOD BUT NOT ALL SERVICE WILL MEET THE REQUIREMENTS OF THIS PROGRAM. FOR THIS PROGRAM, SERVICE MUST REACH BEYOND HELPING FAMILY AND FRIENDS IN WAYS SUCH AS BABYSITTING OR HELPING WITH HOMEWORK OR TUTORING. THERE ARE OTHER TYPES OF SERVICE, SUCH AS HELPING TO CLEAN UP A HIGHWAY ETC., ALSO GOOD, BUT ARE SIMPLY PART OF BEING A GOOD CITIZEN.

SERVICE FOR CREDIT IN THIS PROGRAM MUST BE:

- TOTALLY VOLUNTARY; NO COMPENSATION CAN BE RECEIVED IN ANY FORM.
- DIRECT SERVICE WITH PERSONS IN NEED, SUCH AS THE ELDERLY, CHILDREN, POOR, SICK, HANDICAPPED THROUGH AN ESTABLISHED AGENCY OR PROVIDING SUPPORT SERVICES FOR THOSE AGENCIES OR ORGANIZATIONS.
- INDIRECT SERVICE BY HELPING A NON PROFIT ORGANIZATION/AGENCY THAT HELP OTHERS (EX. PREPARE MATERIALS, SET UP FOR AN EVENT THAT HELPS OTHERS.) **IT DOES NOT INCLUDE DAY-TO-DAY ORGANIZATIONAL OFFICE WORK.**
- SERVICE IN A MARATHON OR OTHER ACTIVITY WHEN THE PROFITS GO TO HELP THOSE IN NEED (POVERTY, ILLNESS ETC.)
- SERVICE TO YOUR PARISH, CHURCH OR SCHOOL.

PLEASE NOTE THE FOLLOWING:

- NO MORE THAN 6 HOURS A YEAR WILL BE CREDITED FOR SERVICE AT IWA
- CAMPS AND SERVICE TRIPS WILL BE GIVEN A **MAXIMUM OF EIGHT HOURS CREDIT PER DAY UNLESS PRE-APPROVED.**
- NO CREDIT WILL BE GIVEN FOR SERVING AS A LITURGICAL MINISTER UNLESS IT IS BEYOND THE REGULAR SUNDAY, HOLYDAY OR HOLY WEEK SERVICES.
- SERVICE HOURS **REQUIRED** BY VIRTUE OF ANY OTHER MEMBERSHIP, YOUTH GROUP OR PREPARATION FOR THE SACRAMENT OF CONFIRMATION CANNOT BE COUNTED A SECOND TIME FOR THE REQUIREMENTS OF THIS PROGRAM.

PLAN AHEAD

IN ORDER TO ELIMINATE MISUNDERSTANDINGS AND DISAPPOINTMENTS, SOME SPECIFIC EXAMPLES OF SERVICE THAT MEETS OR DOES NOT MEET THE GUIDELINES ARE PROVIDED:

| MEETS REQUIREMENTS | DOES NOT MEET REQUIREMENTS |
|---|---|
| SERVING A MEAL AT A HOMELESS SHELTER | VOLUNTEERING AT A HUMANE SOCIETY OR OTHER ANIMAL SHELTERS |
| VISITING/WRITING LETTERS AT A NURSING HOME | PICKING UP TRASH |
| WORKING FOR HABITAT FOR HUMANITY | WORKING IN A LIBRARY |
| VOLUNTEERING OR VISITING IN A HOSPITAL | VISITING A SICK RELATIVE |
| VOLUNTEERING AT RONALD MCDONALD HOUSE | HELPING A FRIEND TO MOVE |
| ASSISTING SPECIAL NEEDS KIDS TO PLAY SPORTS | BABY-SITTING FOR FREE FOR A FRIEND, NEIGHBOR OR RELATIVE |
| COLLECT FOOD/CLOTHING FOR THE NEEDY | COACHING OR HELPING WITH A SPORTS TEAM OR CLINIC |
| TUTORING AT A NEIGHBORHOOD CENTER | FUNDRAISERS FOR CIVIC CAUSES |
| STUFFING ENVELOPES FOR A SHELTER'S FUNDRAISER | WALKING OR RUNNING IN A CHARITY RUN |
| SORTING CLOTHING IN A FOOD BANK | DAY TO DAY SECRETARIAL WORK FOR AN ORGANIZATION |
| SERVING AS AN AIDE IN A RELIGIOUS EDUCATION PROGRAM | |
| MISSION TRIPS | |

EVEN THOUGH THE ABOVE GIVES YOU SOME IDEA OF WHAT IS ACCEPTABLE OR NOT ACCEPTABLE, IT DOES NOT COVER EVERYTHING. *IF YOU HAVE QUESTIONS ABOUT THE SERVICE THAT YOU WOULD LIKE TO PERFORM, PLEASE GET APPROVAL FROM THE CAMPUS MINISTER BEFORE YOU BEGIN SO THAT YOU WILL NOT BE DISAPPOINTED.*

100 HOURS OF SERVICE IS ONLY THE MINIMUM REQUIREMENT DURING YOUR FOUR YEARS AT IWA. IT IS RECOMMENDED THAT YOU DO NOT STOP THERE. REMEMBER, SERVICE IS A WAY OF LIFE FOR A CHRISTIAN.

EACH YEAR THE SCHOOL HONORS THE SENIOR WHO COMPLETES THE MOST SERVICE HOURS DURING HER YEARS AT HIGH SCHOOL. WE HOPE, HOWEVER, THAT EACH OF YOU LEARN THAT SERVICE HAS ITS OWN REWARD AND IS A WAY OF EXPRESSING YOUR BELIEF IN GOD AND FOLLOWING IN THE FOOTSTEPS OF JESUS.

