



Record of Volunteer Service Personal Care Attendant

Applicant Name: _____

Program Start Date: _____

Applicants to the Personal Care Attendant program must have **20 volunteer service hours within the past two years** as a program-specific entrance requirement.

This form must be completed by the sponsor(s) overseeing volunteer service hours. The supervising sponsor(s) must verify the volunteer service, provide date(s) and the number of hours completed, as well as indicate their name, title/organization and contact information.

Acceptable volunteer service must be non-paid volunteer activities. This volunteer experience may be obtained at more than one place. **Unacceptable** activities are activities that would normally be performed for wages by a person in the workplace, regular duties or activities that are ordered by a program.

The following detailed list suggests acceptable and unacceptable volunteer activities:

Acceptable activities include:

- Seniors - Senior's Residence, Senior's Resource Centre
- Community projects - volunteer for seniors, food banks, seasonal events
- Committees - neighborhood associations, regional associations, advisory boards
- Service Clubs - Lions Club, Kinsmen, Kinettes
- Church Groups and Religious Activities
- Fundraising - walk-a-thons, run-a-thons, special events, canvassing
- Recreation/Sports - pool assistant, summer games, coaching, race day helper
- Environmental Projects - flower/tree planting, community clean-up
- Community Events - summer/spring fair, city/town functions
- Clubs and Youth Organizations - Scouts, Guides, Beavers, Sparks, Boys and Girls Club, Community Centre group (active involvement is required; membership alone is not eligible)
- Clerical/Office - summer playground and camps, child care centres, drop-in centres, holiday programs
- Animals - animal care
- Arts/Culture - playing in a school/church band, singing in a choir, library volunteer, art gallery volunteer
- Hospitals

Unacceptable activities are those that:


- would normally be performed for wages by a person in the workplace
- consists of duties normally performed in your own home (e.g., daily chores) or personal recreational activities
- are part a court-ordered program (e.g., community-service program for young offenders, probation)



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Volunteer Activities			Completion of Activities			
<i>Provide the necessary information pertaining to all of the applicant's volunteer contributions.</i>						
Activity Description (Brief Description)	Volunteer Sponsor Contact Information		Completion Date	# of Hours	Volunteer Sponsor's Signature	
	Name & Title:					
	Organization:					
	Phone #:					
	Name & Title:					
	Organization:					
	Phone #:					
	Name & Title:					
	Organization:					
	Phone #:					
For Office Use Only:			Total # of Hours			
Are all activities listed above acceptable volunteer activities? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Were all activities completed within the last 2 years? <input type="checkbox"/> Yes <input type="checkbox"/> No						
The applicant has successfully completed the required 20 hours of volunteer service in the past two years.			I confirm that the above activities have been completed.			
_____ Signature of Admissions Representative			_____ Applicant's Signature			
_____ Date			_____ Date			