

International Skills Diploma Seal

*Please write clearly and legibly and in blue or black ink. If we cannot read your writing, we will not process your information.

Name _____ **Student ID** _____

Contact info (email and phone number) _____

Graduation year _____ **AO Teacher** _____

This is a worksheet for you to track your classes, community service hours, and extracurricular activity participation.

You will keep this paper yourself, so you can access it any time.

If you lose this worksheet, you'll have to start over and recreate the information accurately.

Completed forms will be collected Senior Year

Part I: Coursework

Foreign Languages (You must have taken (or be in the process of finishing) 3 years of Foreign Language in high school. Middle school credit does not count.)

Foreign Language 1 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

Foreign Language 2 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

Foreign Language 3 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

Global Perspective classes. (You must be taking or have taken at least 4 classes/credit in classes with a global perspective. Examples are World History, World Literature, Foreign Language AP, etc.)

Global perspective class 1 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

Global perspective class 2 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

Global perspective class 3 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

Global perspective class 4 And the year you took the class	
Grade in class:	
Teacher:	
Verified <i>(teacher/counselor signature)</i>	

QUESTIONS? If you're unsure if a class counts as a Global Perspective class, please ask.

Part 3: Extracurricular activities: You must participate in at least 4 extracurricular activities that have a global perspective. You must have completed the 4 extracurricular activities with a global perspective before March 1 of your senior year. All activities will be verified before the credits are assigned.

Keep track of the activities you've participated in on this worksheet.

Every activity must have a signed verification form in order to count.

Activity	Description of service (*global perspective)	Contact to verify (name and phone number) (verification form also required)

You must hand in a verification form for each activity. The verification form must include a signature and a contact number for the person who is verifying the activity.

You must fill out one of these form for each community service opportunity you participate in.

Community Service Verification Form (cut apart)

Student name: _____

Date this form is filled out: _____

Organization: _____

Person verifying community service hours: _____

Contact information (phone or email): _____

Signature _____

I verify that _____ completed _____ hours of
(student name)

community service on _____ as he/she described on the document
(date(s))

for the International Skills Diploma Seal. Additionally I verify that the community service hours did indeed have a global perspective.

Community Service Verification Form (cut apart)

Student name: _____

Date this form is filled out: _____

Organization: _____

Person verifying community service hours: _____

Signature _____

Contact information (phone or email): _____

I verify that _____ completed _____ hours of
(student name)

community service on _____ as he/she described on the document
(date(s))

for the International Skills Diploma Seal. Additionally I verify that the community service hours did indeed have a global perspective.

Students: You may make more copies of this form if you need them.

You must fill out one of these form for each cross cultural activity you participate in.

Extracurricular Activity Verification Form (cut apart)

Student name: _____

Date this form is filled out: _____

Extracurricular activity name: _____

Person verifying extracurricular activity: _____

Contact information (phone or email): _____

Signature _____

I verify that _____ participated in _____
(student name) (activity)

on _____ as he/she described on the document for the International
(date)

Skills Diploma Seal. Additionally I verify that the extracurricular activity did indeed have a global perspective.

Signature _____

Extracurricular Activity Verification Form (cut apart)

Student name: _____

Date this form is filled out: _____

Extracurricular activity name: _____

Person verifying extracurricular activity: _____

Contact information (phone or email): _____

Signature _____

I verify that _____ participated in _____
(student name) (activity)

on _____ as he/she described on the document for the International
(date)

Skills Diploma Seal. Additionally I verify that the extracurricular activity did indeed have a global perspective.

Students: You may make more copies of this form if you need them.