

VERIFICATION FORMS INSTRUCTIONS

- * For all Verification Forms, fill in your name, contestant number, and phone number at the top. If you need additional space, use a second form.
- * Take each form to the appropriate supervisor and ask them to complete the form, letting them know by which date you will need to pick it up. If you have more than one supervisor to give the form to, make sure to start early—qualified hours go through **February 28**, and **forms are due by March 5**—so start with those supervisors for hours that ended first, then move on to supervisors for hours you're currently working on (e.g., If you competed in both a fall and winter sport, start with the fall coach, then give the form to the current coach).
- * **In order for hours to count, they must be indicated on the official Verification Form, the form must be complete, and it must be signed and dated by the appropriate supervisor** (not a co-worker, teammate, or classmate). You cannot get credit for hours in more than one category. Follow the directions to determine which form to use; if you have questions, ask!
- * **Forms will not be accepted after March 5.**

SERVICE VERIFICATION FORM:

- * Qualified dates: June 1, 2024 – February 28, 2025
- * Qualified service: volunteer work through a **nonprofit organization, church, or school**
 - * Include service clubs when the hours you volunteered were either before or after school; do not include any hours during the regular school day, even if you had to get out of one class to do work for another class
- * POINTS (count toward Service): receive 1 point per hour of qualified volunteer work

SPORTS VERIFICATION FORM:

- * Qualified dates: September 1, 2024 – February 28, 2025
- * Qualified sports: high school sports (fall & winter season this year only), club sports, athletic classes (e.g., dance, tae kwon do, etc.)
- * POINTS (count toward Physical Fitness):
 - * Receive 10 points per high school sport this year
 - * Receive up to 5 points per month per athletic class or club sport this school year (1 per month for 1 day/week, 2 per month for 2 days/week, 3 per month for 3 days/week, 4 per month for 4 days/week, 5 per month for 5 days/week)
 - * Receive 0.5 per PE class 1st trimester, semester, or quarter this school year

WORKOUT VERIFICATION FORM:

- * Qualified dates: **January 17**, 2025 – February 28, 2025
- * To receive credit for hours spent working out, you must get a teacher's, parent's, or gym staff's signature indicating when you started and when you completed your workout; hours will not count if a signature is not obtained
- * Hours will be calculated to nearest 0.25 hour
- * POINTS (count toward Physical Fitness): receive 0.25 points for every 60-minute workout

EXTRACURRICULAR VERIFICATION FORM:

- * Qualified dates: September 1, 2024 – February 28, 2025
- * Qualified activities: high school club and NJROTC activities OUTSIDE of school hours, independent clubs like 4-H, and rehearsals & performances
- * POINTS (count toward Extracurricular): receive 1 point per hour of qualified extracurricular activity

EMPLOYMENT VERIFICATION FORM:

- * Qualified dates: September 1, 2024 – February 28, 2025
- * Qualified employment: hours for which you were paid
- * POINTS (count toward Work): receive 1 point per hour of qualified work

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