



Guidelines for Volunteers

General Information

- The Campus Volunteer Center (CVC), BSG Volunteer Services Center and SAVI offer students the opportunity to record their volunteer and service hours to be posted on their transcript.
- Classes at FAU that have a Service-Learning component provide students with the opportunity to obtain service hours that can also be recorded.
- Volunteers, both students and non-students, must complete a one-time online registration form to access the features of the website such as volunteer events, nonprofit organizations' contact information, and to be able to review their volunteer and service hours.

What is considered as Volunteer Hours?

- Volunteer hours can be recorded for all activities sponsored by the aforementioned Volunteer Services Offices and other departments at FAU, student organizations or nonprofit organizations that help to meet a need in the community.
- Volunteer hours can be recorded for Student Club/Organizations' E-board members, Student Government Officials and Student Government Staff who exceed their work hours.
- Volunteers who have served for-profit organizations will not be able to register their hours as we advocate for nonprofits.
- Students who are Pre-Med, Pre-Vet or Pre-Dent are the only exception when submitting hours served at for-profits; however shadowing does not constitute either volunteer nor service hours.

What is considered as Service Hours?

- Service hours will be recorded for students taking Service Learning courses only.
- Students working at a paid or non-paid internship or those who are student teaching are not eligible for service hours as course credit is already granted.
- Please contact your campus office for approval if you are unsure your services will meet the criteria.

Examples of Volunteer Hours:

Note-taking through the Office for Student with Disabilities, mentoring youth, promoting awareness of environment, AIDS/HIV, animal care, hunger and homelessness, family services, arts and culture, health, literacy, legal services, senior services, domestic violence, and substance abuse, among others.

President's Volunteer Service Award:

Student organizations can be recognized for their service over a 12 month period with the President's Volunteer Service Award. Award packets are available in your campus offices listed below.

Please Contact your primary campus with any questions:

Boca Raton
Campus Volunteer Center
(CVC)- UC 207
P: (561) 297-3607
F: (561) 297-2563

Broward
BSG Volunteer Services Center
(VCS)- MOD 386 Rm 111
P: (954) 236-1183
F: (954) 236-1228

Jupiter
SAVI Office- SR 147
P: (561) 799-8580
F: (561) 799-8118