

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
SCP-3670**

**SUBJECT:** Public School Service Program

**REFERENCE:** West Virginia Code §18B-2A-5

**ORIGINATION:** September 20, 2005

**EFFECTIVE:** November 29, 2005

**REVIEWED:** January 11, 2011

**SECTION 1. PURPOSE**

1.1 This policy provides for students who volunteer in public schools in certain capacities to earn college credit at Southern West Virginia Community and Technical College.

**SECTION 2. SCOPE AND APPLICABILITY**

2.1 This policy applies to students who are enrolled at Southern West Virginia Community and Technical College.

**SECTION 3. DEFINITIONS**

3.1 Public schools are defined as tuition free schools in the United States supported by taxes and controlled by a school board.

**SECTION 4. POLICY**

4.1 Southern West Virginia Community and Technical College will grant college credit toward graduation for service to public school students in the capacity of tutor, mentor or student advisor. Credit will be granted for service in public preschool, elementary, middle and secondary schools.

**SECTION 5. BACKGROUND OR EXCLUSIONS**

5.1 Service must have been performed in the last 24 months and documentation provided by the school district.

**SECTION 6. GENERAL PROVISIONS**

6.1 Students will be granted one hour of credit for each 30 hours of documented service up to a maximum of three (3) credit hours.

