

Volunteering Log 2016-2017

Name	•••••
Student ID	• • • • • • • • • • • •
Email	

Organisation	Volunteering Role & Description	Date(s) volunteered	Hours I volunteered	Name of	Signature of Supervisor
				Supervisor	
(EXAMPLE)	Crafty Upcycling – Upcycling clothing and old	25 th March –	x	Joe Bloggs	J.Bloggs
Oxfam	jewellery to sell in the shop.	25 th April			
		2017			

Who needs to sign my Volunteering Log?

Get your Volunteer Log signed by a member of staff at the organisation you are volunteering with. Next, upload your hours to <u>www.lincolnsu.com</u> and click on **'sign in'** in the top right corner. Log in and then go to **'my account'** also in the top right. On the left, click on **'volunteering'** and it will show you your hours and allow you to submit additional ones. You can then either scan and email your log to <u>volunteer@lincolnsu.com</u> or drop it in to us at the Students' Union so we can verify your hours.

Important Information

- Count all volunteering hours from 1st May 2016 to 30th April 2017.
- Complete this log and get it signed off on a monthly basis if possible.
- Submit all logs before 30th April 2017. We will be unable to award a certificate if we haven't received your signed Volunteer Log.
- Residential volunteering- You can record a maximum of 10hrs per day

International Students – Volunteer Guidelines

We aim to provide volunteer opportunities that are suitable to all students; however, there are certain circumstances when your choices may be limited. This would be because of the limitations placed on your visa.

<u>Certificate Levels</u>

Bronze – 1 to 50 hours **Silver** – 51 to 125 hours **Gold** – 126 to 249 hours **Platinum** – 250+ hours If you hold a visa you are advised to check your eligibility to volunteer with UK Border Agency - <u>http://www.ukba.homeoffice.gov.uk/</u> If you have an EU passport or a TIER 4 visa then you will be able to volunteer. However, if you have a limit on the number of hours you can work, any hours spent volunteering may count towards this limit.

For example, if your visa states that you may work up to 20 hours per week this means you could take part in a combination of 5 hours volunteering (unpaid work) and 15 hours paid work = 20 hours.

If you do not have the right to work, for example, if you have a student visitor visa, the guidance from the UKBA is not clear. Therefore, our advice is that if you do not have the right to work you should not volunteer.