

CAS Hours: What you should know.

What does CAS mean? CAS stands for Creative, Action, and Service. The hours earned are part of the International Baccalaureate programme. Read more <http://www.ibo.org/diploma/curriculum/core/cas/>

When can I begin? Students must complete 8th grade before they can begin earning CAS hours. Summers are a great time to earn CAS hours—it's hard to juggle school, homework, extracurriculars, a social life *and* other commitments.

How do I begin?

Step One:

To begin you must obtain a CAS form.

Forms are always available in three places:

- In your homeroom, in the IB office, online www.hhsib.org
- **During the school year:**
 - Homeroom teachers establish their classroom CAS routine.
- **During the summer** (June 5th through August 23rd):
 - It is probably easier for you to get one on-line
 - The IB office is open all summer. Please call ahead for hours (813-276-5620 ext. 262.)

Step Two:

The form MUST be pre-approved.

What does pre-approval mean? Pre-approval means that **before you begin** your activity/event/project your homeroom teacher or someone in the IB office **must sign the form**. Failure to get pre-approval means that the hours earned will not count. Read more www.ibo.org

How do I accomplish this over the summer?

- The IB office is open during the summer. Please call ahead for hours (813-276-5620 ext. 262.)

It is easier though to go online

(www.hhsib.org).

- Print the form-look on the CAS page.
- Now send Mrs. Holcombe an email (Teresa.holcombe@sdhc.k12.fl.us) Include the organization's name and a brief line or two about the activity. Your email is date and time stamped.
- Mrs. Holcombe will get back to you with a reply. If you do not hear from her before the activity begins, go ahead and attend the activity. You will print her response and attach it to the CAS form for your approval.

Step Three:

How do I select a service project/ event/ activity?

Part of the IB philosophy is that you go out into your community connecting it

to the world at large.

(<http://www.ibo.org/mission/>)

Think about the charitable organizations in our area or go online and do a search. You will be surprised how many are listed and in need of volunteers. If you have a particular/special interest, look up volunteer opportunities in that field, like, animals, elderly, music, children, etc.

Step Four:

Complete the form, including the essay on the back.

On the back of the form is a series of "guiding questions" which aid you in writing your reflection. After completing the reflection essay, sign where indicated, and ask your homeroom teacher to sign off.

Step Five:

Turn in the form.

**** There is a deadline!****

During the school year: within one month to your homeroom teacher

During the summer: a deadline date will be posted when you return to school in August. At that time all summer forms will be due.

FAQs about CAS

How many hours do I need?

A minimum of 200 hours by April of your senior year, as follows:

9th & 10th grade (Pre-IB)

50 hrs total:

25 service,

10 action,

10 creative,

5 in one of C, A, or S,

Due May of your Sophomore year.

11th & 12th grade (IB) 150 hrs total: 75 service, 25 action, 25 creative, 25 in one of C, A, or S.

Due April 15th Senior year.

****Most CAS hours meet Florida Bright Futures scholarship requirements.**

Do's and don'ts

Here are a few. See the CAS Overview Guidelines on www.hhsib.org for more details.

- Hours earned will not be counted if the form and all activity logs are not submitted within thirty days of the completion of the project
- The Florida Academic Scholars program requires all students to earn 75 service hours. All IB students who complete their CAS hours will meet this requirement.

- Students who do not earn all CAS hours by April 15th of their senior year will be ineligible for the IB diploma. They may still earn certificates in subjects in which they test.
- Completion of the CAS requirement is also a graduation requirement. Any student who does not complete the CAS requirement by the day of graduation will not be awarded a high school diploma.
- NOT CAS:
 - An activity for which a student is personally rewarded either financially or with some other benefit (unless this benefit is passed on in full to a worthy cause).
 - All forms of duty within the family.
 - Religious devotion and any activity that can be interpreted as proselytizing.
 - Work experience that only benefits the student.
 - Fund-raising with no clearly defined end in sight.

CAS Hours:

What You Should Know and Frequently Asked Questions



CAS Activity Suggestions

Make sure that whatever you decide to do is something you are passionate about. That way it's less of a chore! ;)

Need more hints? Check out these organizations and websites!

- www.hhsib.org – a wonderful resource in general. Check the section “CAS Project Suggestions” for ideas
- www.ibo.org – the official IB Organization website. It may take some searching, but, since it's the official site, it has great tips and ideas.
- Hands On Tampa Bay, at www.volunteertampabay.com, is a local volunteering organization with tons of options.
- The Lowry Park Zoo will always take volunteers. If you like animals, conservation, going green, child care, etc, check it out! www.lowryparkzoo.com and go to “the Zoo and You” and click on “Volunteer”
- The Florida Aquarium- www.flaquarium.org, wants volunteers to call the following number: Volunteer Information (813) 273-4121.
- MOSI- the Museum of Science & Industry- go to www.mosi.org, click on FAQs and search for “Volunteer Info”
- America's Second Harvest of Tampa Bay – if you're interested in helping

our community's less fortunate who suffer from hunger. They are a food bank, a member of the national Feeding America food bank network, and we service 10 counties in west central Florida.

- Metropolitan Ministries- go to www.metromin.org, click on “Volunteer Now”, and apply! They always need help and they do so much for the community.
- Service clubs here at HHS: Key Club, Interact; any of the sports team;, HELM, Student Government, etc

If you can't find anything you are passionate about, you can create your own project!

- For example: Knit for the Needy - (on www.hhsib.org) Knit for the Needy is a CAS project run by two students: Lauren Anderson and Amy Bisailon of the class of 2009. For their project they ask students to knit or crochet 9" x 9"(inch) squares which are then sewn into blankets for the charity Warm the World (www.warmtheworld.org). In the past they have taught students to knit or crochet, in addition to taking squares from those who can already. They are looking for someone to take over the project; if you're interested, email them at KnitfortheNeedy@gmail.com.

Examples of what activities are which type of hours

- Are you in band? Marching practice is Action, while performances are Creative.
- Are you in a youth group? Service projects that help the community outside your church are perfect Service activities.
- Are you an artist? Even if not, go take an art class (outside of school)— perfect Creative hours!