

VISION Volunteer Center
LBC Instructions

10 Steps to Completing LBC
Group 2: Community Service, Citizenship and Leadership

1. Register for LBC with VISION at:
<http://www.emich.edu/vision/programs/lbc.php>
2. Receive service tracking sheet and information.
3. Attend LBC Issue Orientation (dates listed on emich.edu/VISION) *or*
4. Complete a 300-word essay describing the issue that you will be volunteering with, how that issue impacts your community and why it is important to you.
5. Identify community partners or look through volunteer opportunities through the VISION e-mail list.
6. Volunteer!
7. Get confirmation from volunteer coordinators of hours completed.
8. Turn in LBC Service Verification sheets to VISION. We will call volunteer sites to verify you have completed your service prior to approving your hours.
9. Complete the LBC exit form at:
<http://www.emich.edu/vision/programs/lbc.php>
10. Contact Jasmina in VISION at 734.487.1313 or vision@emich.edu if you need any help along the way!