Logging Community Service Hours (Individual)
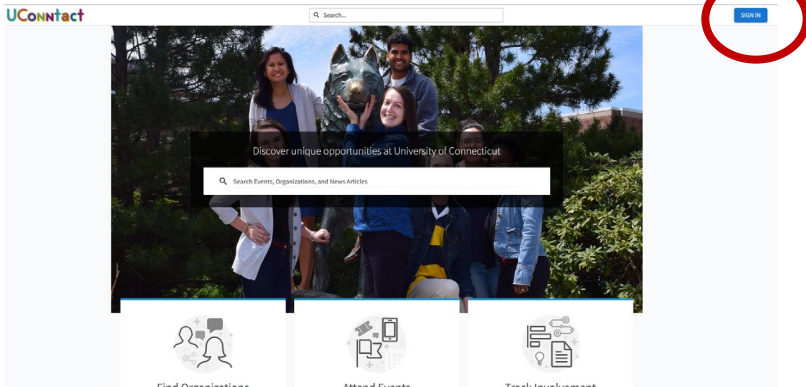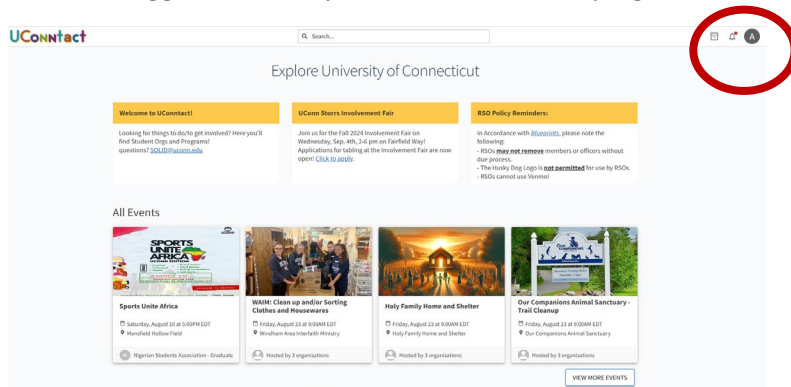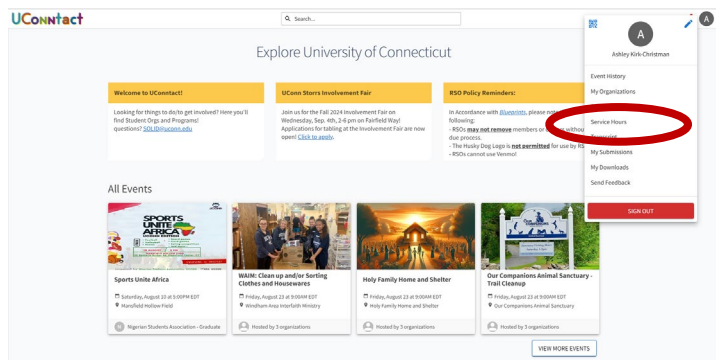
1. Navigate to uconntact.uconn.edu
2. Click on the blue "SIGN IN" button in the top right corner
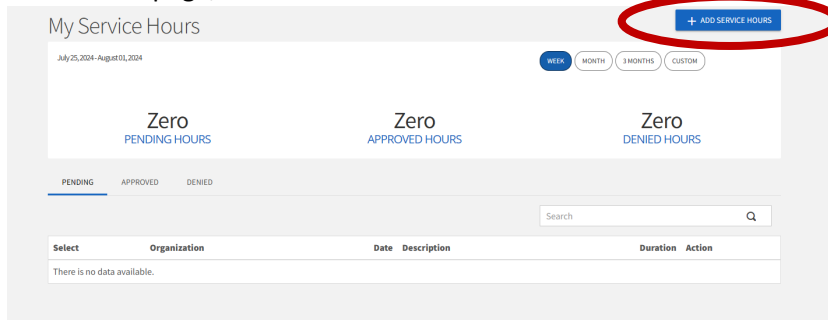   *Use NetID information to sign in.*

3. Once logged in, select your initial from the top right corner.

4. On the drop-down menu that appears, choose "Service Hours"

5. On the new page, click the blue "+ADD SERVICE HOURS" button in the top right corner

6. On the new page, fill out the form and press the blue "CREATE" button.
   Be sure to select your fraternity/sorority as the organization. Please be sure the description includes what service was completed and where it was completed.

Service hours have now been submitted for chapter leadership review and will be listed under "PENDING" in your service hours portal. Once approved, they will be listed under the "APPROVED" section. All denied hours are listed under "DENIED".