

# SCHOOL TO CAREER TIMESHEET AND DAILY LOG

Keep a record of your hours and major activities on a daily basis. Please have your supervisor sign this form each week to verify your hours worked. This timesheet/log will be used by your teacher of record to determine how many credits you will receive. If you need more space, attach additional sheets.

Intern's Name: \_\_\_\_\_ Site: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Internship Paid? Yes \_\_\_\_\_ No \_\_\_\_\_

Date	Arrival Time	Departure Time	Daily Hrs	Major Activities	Superv. Initials

Total Hours: \_\_\_\_\_

Field Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Intern's Signature: \_\_\_\_\_ Date: \_\_\_\_\_