



Step 3b

Due November 20, 2014

Center for Learning through Service
Careers Building Room 314
410-777-2366 Fax: 410-777-4057
servicelearning@aacc.edu

Service-Learning Hours Log & Evaluation of Performance

Student Placement Information

Table with 5 columns: Student: First name, MI, Last name, Student ID # (Required), and a row for Subject, Course number, Section number, Instructor name, and Hours required.

Hours Log

Evaluation of Performance - Completed by Site Supervisor

Table with 2 columns: Date of Service, Hours served

Table with 6 columns: Student's Performance Rating, Excellent, Good, Satisfactory, Poor, and rows for Work Quality, Work Ethic, Cooperation, Teamwork, Respect, Initiative, Courtesy, Dependability, Personal grooming, Punctuality and attendance.

TOTAL HOURS SERVED: _____

Comments:
Site Supervisor's name (please print)
Service Site phone number
Supervisor's signature (required)
Date

Return completed form to the Center for Learning through Service by fax or give to student to deliver.