

INTERNSHIP STUDENT WEEKLY WORK RECORD (*RESOURCE 03-02*)

This form must be submitted weekly to verify that the student intern reported to work on time and worked the assigned number of hours.

This form must be submitted for the student intern to receive course credit.

Student Name:					School:			
DATE		START TIME	END TIME	MENTOR INITIALS	ACTIVITIES / ASSIGNED DUTIES			
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								

Note: the mentor can initial once for the entire week.