

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.