

COLLEGIATE SCHOOL OF MEDICINE AND BIOSCIENCE INTERNSHIP PROGRAM TIME SHEET 2021-2022

Student Name: _____

Internship Site: _____

Site Supervisor: _____

Comments (you must note all absences, changes in normal hours, etc. here with reasons; this includes any missing days, such as a day your internship or school is cancelled):

Date	Day of the Week	Time In	Time Out	Total Time	Supervisor Signature
		TOTAL # HOURS ON SHEET:			

Due dates for Collegiate time sheets, Learn & Earn time sheets, daily notes, and reflection journals: January 28, February 11, February 25, March 11, March 25, April 8, April 22

Supervisor must sign time sheet at the end of each day the student attends their internship.

Each time sheet and journal should have an entry and/or comment for every Tuesday and Thursday of that internship period.