

To be handed in last day of the quarter with your final work.
 Agency sponsor must sign at mid-quarter.

Name _____ Internship Site _____
ENVS Internship 184 Time Record (60 hours)

	Date	In	Out	Hours	Total	Work Description
Week 1						
Week 2						
Week 3						
Week 4						
Week 5						

Agency Sponsor Signature _____ Date _____

	Date	In	Out	Hours	Total	Work Description
Week 6						
Week 7						
Week 8						
Week 9						
Week 10						

Agency Sponsor Signature _____ Date _____

NOTE: 30 hrs of work should be completed by week 5, or students should discuss a plan for making up those hours in the second half of the quarter.