|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Internship placement Time Sheet  Week Of: — | | | | | | | |
| Pioneer Career & Technology Center  For every graduate, a salable skill  27 Ryan Road Shelby, OH 44875  (419) 347-7744  (419) 347-4977 | | | |  | | | |
| student name: | | | | Program: | | | |
| employer: | | | | home school: | | | |
|  | | | | | | | |
|  | START TIME/End | Daily grade | | **TOTAL HOURS** | |
| MONDAY |  |  | |  | |
| TUESDAY |  |  | |  | |
| WEDNESDAY |  |  | |  | |
| THURSDAY |  |  | |  | |
| FRIDAY |  |  | |  | |
| SATURDAY |  |  | |  | |
| SUNDAY |  |  | |  | |
|  |  | **WEEKLY TOTAL:** | |  | |
|  | | | | | | | |
| Employer signature: | | | | | | Date: | |
| student signature: | | | | | | Date: | |
| Mentor Comments: | | | | | | Date: | |
|  | | | | | |  | |

This time sheet is to be turned in to the Job Leads office every Monday morning for the previous work week.

Failure to turn in this time sheet may result in being pulled from the Early Job Placement Program.

*Thank you!*