



TIME REPORTING SHEET

Fall 2023



Student Name		Student ID #	
Company Name			

To qualify for college credit, this form and a completed signed evaluation of your learning agreement must be submitted to the Cooperative Education Office during finals week of the semester. Final grades cannot be processed without these two documents. Hours reported are by the week dates below. It is acceptable to estimate the last weeks of the semester as you will be returning this document during the final week of the semester.

1. Hours worked during the week of 8/28-9/1
2. Hours worked during the week 9/4-9/8
3. Hours worked during the week of 9/11-15
4. Hours worked during the week of 9/18-22
5. Hours worked during the week of 9/25-29
6. Hours worked during the week of 10/2-6
7. Hours worked during the week of 10/9-13
8. Hours worked during the week of 10/16-20
9. Hours worked during the week of 10/23-27
10. Hours worked during the week of 10/30-11/3
11. Hours worked during the week of 11/6-10
12. Hours worked during the week of 11/13-17
13. Hours worked during the week of 11/20-24
14. Hours worked during the week of 11/27-12/1
15. Hours worked during the week of 12/4-8
16. Hours worked during the week of 12/11-15

TOTAL HOURS WORKED (60 hrs/unit nonpaid; 75 hrs/unit paid work)

Supervisor	Student	College Coordinator
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