

STUDENT INTERNSHIP TIME CARD & ASSIGNMENT REPORT

Directions: Complete & sign form with your worksite mentor then upload time card to www.washk12internships.org

STUDENT NAME: _____ SCHOOL: _____

WORKSITE: _____ CAREER: _____

TIMECARD #4 DUE DATES

Semester 1 December 15th | Semester 2 May 15th

Date:	Hours:	Date:	Hours:	Specific Job Skills: List the new skills and duties you obtained during this internship period. Be specific.
11/19/20	1.5			Example: Observed x-ray exam procedure and coordinated insurance with a secondary provider.
				Initial completed assignments:
				_____ Final Project LinkedIn Post
				_____ Letter of Recommendation
				_____ Employer Survey _____ Student Survey
				_____ Career Coach Check-In

Total Hours _____

Mentor Signature _____ Student Signature _____