

STUDENT INTERNSHIP TIME CARD & SKILLS GRID

STUDENT NAME: _____ SCHOOL: _____

WORKSITE: _____ CAREER: _____

Directions: Complete form with your worksite mentor and upload time card to your
Canvas assignment
Due dates: The 15th of each month
Minimum hours: 23 per quarter

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.

Total Hours _____

Mentor Signature _____ Student Signature _____