

# STUDENT TIME & ATTENDANCE

2010-2011 School Year

School \_\_\_\_\_

Name \_\_\_\_\_

Month and Year \_\_\_\_\_

Training Site \_\_\_\_\_

**H=Holiday**

**V=Vacation**

**A=Absent**

SUN	MON	TUES	WED	THURS	FRI	SAT	TOTAL HOURS	TOTAL DAYS
<b>PLEASE TOTAL</b>								

\_\_\_\_\_  
Student Signature

Hourly Rate \_\_\_\_\_

Employer Paid \_\_\_\_\_

\_\_\_\_\_  
Coordinator Signature

\_\_\_\_\_  
Employer Representative

OJT \_\_\_\_\_

**Timesheets are due to your teacher the next day after the end of the month and late timesheets may result in a lower grade.**

**Monthly Reflection:**  
 Name one thing that you are most proud of at work. \_\_\_\_\_  
 Name one significant thing you have learned. \_\_\_\_\_