

Be sure to save each timesheet as a new file "Doe 2015-08-31.pdf"



Student's Name

CAREER TRANSITIONS
SPONSORSHIP TIME REPORT
INSTRUCTOR SIGNATURE PAGE

Update Time Period

John Doe, Jr.

August 2015

STUDENT NAME _____ MONTH _____

INSTRUCTORS: PLEASE INITIAL EACH DATE THAT THE STUDENT ATTENDS YOUR CLASS AND SIGN YOUR NAME BELOW AT THE END OF THE TWO WEEK PERIOD.

List all classes including: Section Name/ Number, Class Title, Days & Time

DATE NAME OF CLASS AND TIME

DATE	AOT 1003 Employment Transitions MW 8:00-9:30	ENGL 0203 College Prep English II MW 11:00-12:20	SCL 1003 Success in College & Life TTh 9:30-10:50	AOT 1113 Computer Keyboarding TTh 11:00-12:20	MATH 0303 College Prep Math III TTh 1:30-2:50	
16						
17	BD	ch				
18			ups	za	ym	
19	BD					
20			ups	za	ym	
23						
24	BD	ch				
25			ups	za	ym	
26	BD	ch				
27			ups	za	ym	
28						
29						
30						
31	BD	ch				

Be sure to document all absences

Faculty initial each date present

FACULTY SIGNATURES:

Faculty sign at the end of each pay period