



TIME REPORTING SHEET

Spring 2026



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 by finals week. Hours are calculated weekly. It is acceptable to estimate the last weeks of the semester as you will be returning this document during finals.

Hours worked during week #1 of February 9-13, 2026

1.

Hours worked during week #2 of February 16-20, 2026

2.

Hours worked during week #3 of February 23-27, 2026

3.

Hours worked during week #4 of March 2-6, 2026

4.

Hours worked during week #5 of March 9-13, 2026

5.

Hours worked during week #6 of March 16-20, 2026

6.

Hours worked during the week #7 of March 23-27, 2026

7.

Hours worked during the week #8 of March 30-April 3, 2026

8.

Hours worked during the week #9 of April 6-10, 2026

9.

Hours worked during the week #10 of April 13-17, 2026

10.

Hours worked during the week #11 of April 20-24, 2026

11.

Hours worked during the week #12 of April 27-May 1, 2026

12.

Hours worked during the week #13 of May 4-8, 2026

13.

Hours worked during the week #14 of May 11-15, 2026

14.

Hours worked during week #15 of May 18-22, 2026

15.

Hours worked during week #16 of May 25-29, 2026

16.

Anticipated Hours worked through June 8, 2026

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TOTAL HOURS WORKED:

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54 hours of work experience required per 1 unit received

Supervisor signature	Student signature	College Coordinator