

Service-Learning Student Timesheet

If this is for your class assignment, please turn this timesheet in to your instructor. Please use one timesheet per semester or until full.

If you need to print a new timesheet, please visit <https://www.cpsc.edu/student-experience/student-life/service-learning/students>

Student Name (First and Last): _____

Student ID #: _____

Are you doing this service for a class? Yes / No – If yes, please list:

Course Number & Instructor Name: _____

Date of Service	Number of Hours Completed	Name of Non-Profit Organization	Supervisor Printed Name	Supervisor Email Address/Phone Number	Supervisor Signature
Total Hours:					

Supervisor Evaluation: Please rate the student in the following: (1=poor, 2=needs improvement, 3=average, 4=proficient, 5=exceptional)					
Professionalism & Respectfulness	1	2	3	4	5
Active Participation and Initiative:	1	2	3	4	5
Overall Performance:	1	2	3	4	5
Supervisor Signature: _____					Date: _____

Student Service Timesheet pledge: I pledge that the information presented on this timesheet is a factual representation of the service work that I completed either within my community at a local non-profit organization or alongside the CPCC Service-Learning department. I understand that falsifying this information is against the CPCC Student Code of Conduct.

Student Signature: _____