Wayne School of Engineering Internship/Job Shadowing/Volunteer
Time Sheet

Please keep up with this sheet and have your business sponsor sign off after each experience. Provide this sheet to your advisor to document the time requirement of the project. If you have multiple experiences, use a separate time sheet for each experience.

Student Name: _____

Business/Organization Name: _____

Beginning Date: _____ Ending Date: _____

Date	Arrival Time	Departure Time	Total Hours	Verified By:

Total Hours _____

Student Signature: _____ Date: _____