

Governors State University MSW Foundation Field Education Time Sheet

Student's Name: _____

Fall 2017 _____ **Spring 2018** _____

Placement Week	Day 1 (Dates)	Day 2 (Dates)	Day 2 (Dates)	Total Hours Earned During Week	Cumulative Hours To Date	Beginning & Ending Time of Weekly Supervision
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
Total						

Field Site Instructor Signature

Date

Task Supervisor Signature

Date

Student Signature

Date

Do not include any descriptive notations on this form, only record the hours pertaining to the field placement. Students are expected to complete: **14 hours a week MSW Foundation (420 hours – end of internship)**. Please complete, copy, and sign this document, then turn it in with your evaluations.

***If the student has not fulfilled the required hours by the end of their term, write a brief statement outlining the plan with anticipated date of completion. Complete the **Interim Plan Form**.**