



Student MUST complete this section

Academic Semester: Fall Spring Year: _____

Campus of Admission: DPC Polytechnic Tempe West

Semester/Block in Program: PTPP/Undergrad 1(Term 5) 2 (Term 6) 3 (SED only; Term 7) **OR**
MAC /Grad 1 2

INTERN TIMECARD

This is your worksheet for weekly documentation; Print in ink only. At midterm and final, provide a copy for your Intern MentorTeacher.

STUDENT NAME (Last, First, M.I.): _____	ASU 10-DIGIT I.D. NUMBER: _____
Local Address (Number, Street, Apt.): _____	Phone: _____ - _____ - _____
City/State/Zip: _____	Email: _____@_____
Placement Information: District _____ School _____ Address _____ Phone _____ - _____ - _____	Intern Mentor Teacher's Name (Last, First, M.I.): _____ Intern Mentor Teacher's Email: _____@_____
	Classroom Grade Level: _____

	Verification Of Clock Hours and Instructional Activities Completed *																
	Requirements: One day a week for 12 weeks following Intern Mentor Teacher's contract hours (minimum 75 hours).																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL	
Indicate the # of Hours in attendance:																	
Indicate the # of Instructional Activities completed:																	
Intern Mentor Teacher's Initials																	
*Refer to Handbook for specific program requirements. By signing below, we certify that the above information is correct. The Intern Mentor Teacher <u>must</u> initial under all columns including the "TOTAL."																	
INTERN'S SIGNATURE: _____	DATE: _____	INTERN MENTOR TEACHER'S SIGNATURE: _____	DATE: _____														