Internship Hours Worked Form

As an intern, you should submit four of these forms for each of the three phases of your internship (1) 0-100 hours worked, (2) 100-200 hours worked, and (3) 200-320 hours worked.

THIS FORM MUST BE SIGNED BY YOUR SUPERVISOR

What phase is this current Log for? ________________

Please fill out the following information completely every time you fill out an hours worked form

STUDENT NAME________________________________

STUDENT CELL PHONE NUMBER_____________________________

STUDENT EMAIL_________________________________________

INTERNSHIP AGENCY______________________________________

NAME OF CURRENT SUPERVISOR________________________________________________

SUPERVISOR’S TELEPHONE NUMBER_____________________________________

SUPERVISOR’S EMAIL ADDRESS________________________________________

COMPLETE BOTH PAGES OF THIS FORM MAIL OR FAX THIS FORM TO:

Dr. Brent Paterline
Department of Criminal Justice
346 Hansford Hall
University of North Georgia
Dahlonega, GA 30597
FAX: 706-864-2670

EMAIL: brent.paterline@ung.edu
Cell Phone: 770-401-5146

NOTE: THERE IS ALSO A DROP BOX FOR INTERNSHIP FORMS HANGING OUTSIDE OF THE CRIMINAL JUSTICE OFFICE IN HANSFORD HALL

If you need this document in an alternate format for accessibility purposes (e.g. Large print, audio, etc.), please contact Brent Pateline at 706-864-1914.
## Log Sheet

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<th>Date</th>
<th>Arrival Time</th>
<th>Departure Time</th>
<th>Total Hours</th>
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Total Hours work___________

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**Agency Sponsor Signature**

**Date**

By signing this form you are verifying the hours that you claim to have worked. Falsification of hours is a violation of the Honor Code of the University of North Georgia and will result in your internship being terminated and a grade of F submitted for the course.

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**Student Signature**

**Date**