

Cleveland Institute of Art
Internship Time Log

*Each 3-credit experience requires a minimum of 120 clock hours of work.
 Each 1.5 credit experience requires a minimum of 60 clock hours of work.
 Each 1 credit experience requires a minimum of 40 clock hours of work.*

Student Name: _____

Supervisor Name: _____

Period of Internship: Fall Spring Summer Year : _____

Date	Project/ Activity focus	TIME IN	TIME OUT	TOTAL HOURS	Supervisor Initials
			FINAL TOTAL HOURS		

Supervisor Signature _____ Date _____

Student Signature _____ Date _____

**Please make additional copies as needed.*

Career Center

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