

Service Learning Timesheet

Student Name: _____ **Email & Phone Number:** _____

Agency & Contact Name: _____

Agency Contact Phone Number and Email: _____

Prohibited Activities- *There are certain activities that Western Carolina University students, faculty and staff may not perform in the course of their service learning/community service projects. The prohibited activities include: aiding or engaging in partisan political activities; organizing or engaging in protests, petitions, boycotts, or strikes; engaging in religious instruction, conducting worship services, or engaging in any form of proselytizing; activities that pose a significant safety risk to participants; assignments that displace employees*

DATE	TIME IN	TIME OUT	ACTIVITY SUMMARY	TOTAL HOURS	SUPERVISOR SIGNATURE
GRAND TOTAL					

I certify that the service hours and activities indicated above are accurate and appropriate.

Student's Signature: _____ Date: _____

Signature(s) of Agency Contact(s) & Date

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