

TIME LOG

Due by the 10th of the Following Month

Member Name _____ Month: _____

Please print.

College/University _____ Service Site _____ **Term: 300 450 900**

| DATE | DIRECT SERVICE HOURS | MEMBER DEVELOPMENT HOURS | TOTAL HOURS | NUMBER OF ADDITIONAL VOLUNTEERS RECRUITED | NUMBER OF VOLUNTEER HOURS (COLLECTIVE) | DETAILED DESCRIPTION OF SERVICE ACTIVITY (example: tutored ten fifth graders in math; recruited two volunteers who planted trees with fifth graders) <i>Continue on back if necessary</i> |
|---------------|----------------------|--------------------------|-------------|---|--|---|
| Sample | 3 | 1.25 | 4.25 | 2 | 4 | tutored two second graders in reading |
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| TOTALS | | | | | | |

Member Signature _____

Date ___/___/___

Supervisor's Signature _____

Date ___/___/___

**Be sure to keep a copy
for your records!**