



Eugenio Maria de Hostos Community College
of the City University of New York
500 Grand Concourse, Bronx, NY 10451
Telephone: 718-518-4403 Fax: 718-518-4252

COOPERATIVE EDUCATION PROGRAM TIME SHEET

STUDENT'S NAME: _____ SOCIAL SECURITY #: _____

NAME OF AGENCY/ORGANIZATION: _____

SUPERVISOR'S NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

SCHEDULED HOURS: _____ TIME SHEET PERIOD: FROM _____ TO _____

DAY	DATE	TIME-IN	LUNCH	TIME OUT	HOURS WORKED	COMMENTS
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						

DAY	DATE	TIME-IN	LUNCH	TIME OUT	HOURS WORKED	COMMENTS
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						

TOTAL HOURS FOR THIS PERIOD _____

ADDITIONAL COMMENTS: _____

PLEASE FORWARD TIME SHEETS EVERY TWO WEEKS, DELIVER TO: **Lisnette Rosario, Cooperative Education Coordinator
Career Services Office, Savoy Building, room 210**

SITE SUPERVISOR: _____ DATE: _____

STUDENT: _____ DATE: _____

FOR OFFICIAL USE ONLY

RECEIVED BY: _____ DATE: _____