Faculty to Student Communication Log

MSJC
MT. SAN JACINTO COLLEGE

OCCUPATIONAL INTERNSHIP FACULTY TO STUDENT COMMUNICATION LOG – To be filled out by faculty

Semester:	Instructor Name:	
Student Name:	Student ID #:	
Course #:	Section #:	Units:

DATE	HOURS WORKED	PARTICIPATION SUMMARY
Ex. 08/19/2013	*1*	*Met with student to go over training plan*

Total Hours: _____ ***Total Hours worked by faculty should not exceed 5 hours**

Faculty Advisors Signature: _____

CWEE Office Use Only		
Units	**Unpaid**	**Paid**
1	60-119	75-149
2	120-179	150-224
3	180-239	225-299
4	240+	300+
Total number of hours completed by student:		**Verified by:**