

CO-OP/APPLIED LEARNING TIME SHEET – Spring 2008

(Must be received in Co-op office by May 1, 2008)

Student's Name _____ Student ID # _____

Address _____ Phone _____

Major _____

Company Information:

Name _____

Address _____

Phone _____

Return to: Cooperative Education
SSB 455 CPO 61
Eastern Kentucky University
Richmond, KY 40475
Phone (859) 622-1296
Fax (859) 622-1300

Supervisor's Signature (required) _____

Will the student continue to work next semester? ___ YES ___ NO
 (If yes, please inform the student to Contact the Co-op Office.)

Student's Signature (required) _____

Spring 2008

Start Date: January 14, 2008

Ending Date: May 10, 2008

Week	Start Date	Ending Date	Hours worked
optional	12/16/07	12/22/07	
optional	12/24/07	12/29/07	
optional	12/30/07	1/6/08	
optional	1/7/08	1/12/08	
1	1/13/08	1/19/08	
2	1/20/08	1/26/08	
3	1/27/08	2/2/08	
4	2/3/08	2/09/08	
5	2/10/08	2/16/08	
6	2/17/08	2/23/08	
7	2/24/08	3/1/08	
8	3/2/08	3/8/08	
9	3/9/08	3/15/08	
10	3/16/08	3/22/08	
11	3/23/08	3/29/08	
12	3/30/08	4/5/08	
13	4/6/08	4/12/08	
14	4/13/08	4/19/08	
15	4/20/08	4/26/08	
16	4/27/08	5/3/08	
17	5/4/08	5/10/08	

Do not quit your job prior to the end of the semester. You must work the entire semester (16 weeks) to earn Co-op credit.

Timesheets due May 1.

Total Hours: _____

Timesheets must be in the Co-op Office by May 1, 2008

If you submit a timesheet to Coordinator, you **MUST** submit another to the Co-op office.

Must have approval from Co-op Director if special circumstances prevent you from completing your commitment.