

Texas State University Center
for International Studies
Internship Work Log

This log should be maintained weekly and submitted to the Internship Coordinator by the last class day of the semester or summer session. You must complete a minimum of 150/300 hours (150 hours are required for IS 4387 and IS 5387; 300 hours are required for IS 4687) at the internship site although the company/agency may require more.

Name: _____ Internship Course: _____

Company: _____ Supervisor: _____

Week ending _____

	Hours Worked	Hours Worked	Hours Worked	Hours Worked	Hours Worked
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
TOTAL					

Supervisor's
Signature _____

Week ending _____

	Hours Worked	Hours Worked	Hours Worked	Hours Worked	Hours Worked
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
TOTAL					

Supervisor's
Signature _____

Week ending _____

	Hours Worked	Hours Worked	Hours Worked	Hours Worked	Hours Worked
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
TOTAL					

Supervisor's Signature _____

Week ending _____

	Hours Worked	Hours Worked	Hours Worked	Hours Worked	Hours Worked
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
TOTAL					

Supervisor's Signature _____

Total hours worked during internship: _____