



## Paid Work Hours Log Form for Bright Futures

Name:	Student ID:	Graduation year:	Total Hours:
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- It is the responsibility of the student to keep an accurate record of the actual hours worked.
- A parent, guardian or family member cannot serve as the work contact.
- Only paid work hours beginning July 1, 2022 will be accepted.
- Volunteer hours **MUST** be submitted through Profferfish, **NOT** on this form.
- **ALL WORK HOURS MUST BE SUBMITTED AND DOCUMENTED ON TRANSCRIPTS BY MAY 1<sup>ST</sup> OF SENIOR YEAR.** Any work hours submitted after May 1st, even if completed prior to May 1st will not be accepted. **NO EXCEPTIONS.**
- A pay stub must be attached stating the dates/times worked in addition to a work contact signature. No more than 8 hours will be accepted per day.

Date	Start Time	End Time	Hours Worked	Work Location	Work Phone #	Printed Work Contact Name	Signature of Work Contact Name

**Please describe what you learned from your work experience:**

**I agree that I have completed the above hours.**

Student:

Date:

Parent:

Date:

School Representative:

Date:



**For office use:**

Hours received on (date):

Hours received by:

Hours entered by:

Total hours entered to date: