

Cartersville Work Based Learning Timesheet



Month: _____ Work Location: _____

Student First and Last Name: _____

Blocks of WBL (Check One): ☐ 1 Block = 7.5 MH ☐ 2 Blocks = 15 MH ☐ 3 Blocks = 22.5 MH ☐ 4 Blocks = 30 MH

Day	Time In	Time Out	Total	Notes
1				
2				
3				
4				
5				
6				
7				
Total Weekly Hours				Round to nearest ¼ Hour

Day	Time In	Time Out	Total	Notes
8				
9				
10				
11				
12				
13				
14				
Total Weekly Hours				Round to nearest ¼ Hour

Day	Time In	Time Out	Total	Notes
15				
16				
17				
18				
19				
20				
21				
Total Weekly Hours				Round to nearest ¼ Hour

Day	Time In	Time Out	Total	Notes
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
Total Weekly Hours				Round to nearest ¼ Hour

Must Complete this Column for Assignment Credit

Total Monthly Hours	
HOURLY Wage	\$
Total Monthly Wages	\$

Student Signature of Accuracy:

Employer Verification of Accuracy:

Employer Please Print

Name: _____

Overall Performance Rating

_____ Unsatisfactory

_____ Below Average

_____ Average

_____ Above Average

_____ Outstanding

Email Ms. Boyer (WBL Coordinator) with any Concerns/challenges/issues.

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To receive class credit for WBL, students MUST work the Minimum Hours (MH) per the number of WBL Blocks.