

Wisconsin Lutheran College
Office of Career & Professional Development

INTERNSHIP HOUR LOG

**This form must be completed, signed, and uploaded into the online classroom at the conclusion of the internship.

Student/Supervisor Information

Student intern name: _____

Student phone: _____ WLC email: _____

Site supervisor name: _____

Supervisor phone: _____ Supervisor email: _____

Hours Log

Academic credit is granted based on the following hour requirements:
1 credit = 45 total internship hours 2 credits = 90 total internship hours 3 credits = 135 total internship hours

Work Week	Total Hours	Student Initials	Supervisor Initials		Work Week	Total Hours	Student Initials	Supervisor Initials
5/22-5/26	12	ABC	XYZ					

Total Number of Completed Internship Hours: _____ **Total Credits Earned:** _____

I verify the information in this internship hours log has been reviewed for accuracy and is an exact representation of total completed internship hours.

Student intern signature: _____ Date: _____

Site supervisor signature: _____ Date: _____

Questions? Please contact:
 Thad Jahns, Director of Career & Professional Development
 414.443.8949 | thad.jahns@wlc.edu