

**Martha's Vineyard Regional High School**  
**WORKSTUDY • MENTORSHIP TIME SHEET**

Student Name \_\_\_\_\_

Business \_\_\_\_\_

**Work weeks**

**Time sheet and journals due**

1. Nov. 2-6 and Nov. 9-13 .....Nov. 17 -18
2. Nov. 16-20 and Nov. 23- 27 .....Dec. 1 – 2
3. Nov. 30/Dec. 4 and Dec. 7-11 ..... Dec. 15 -16
4. Dec. 14-18 and Dec. 21-23 .....Jan. 5 – 6
5. Jan. 4-8 and Jan. 11-15 ..... Jan. 19-22

➤ **Employer/ Mentor Evaluation due:**

**Wed. Jan. 15, 2016**

➤ **Final Assignment Due**

**Mon. Jan 11, 2016**

**Week 1**

| DAY            | MON | TUES | WED | THURS | FRI |
|----------------|-----|------|-----|-------|-----|
| DATE           |     |      |     |       |     |
| # HOURS WORKED |     |      |     |       |     |

**Week 2**

| DAY            | MON | TUES | WED | THURS | FRI |
|----------------|-----|------|-----|-------|-----|
| DATE           |     |      |     |       |     |
| # HOURS WORKED |     |      |     |       |     |

**Total Hours (to nearest 1/4 hr):** \_\_\_\_\_

**Workplace Feedback**

|                 |  |
|-----------------|--|
| APPEARANCE      |  |
| PUNCTUALITY     |  |
| PERFORMANCE     |  |
| OTHER COMMENTS: |  |

**Supervisor's Signature** \_\_\_\_\_