3301 College Avenue, Fort Lauderdale, FL 33314-7796
Tel. 954.262.3075 • 1-800-541-6682 Ext. 3075 • Fax: 954.262.3968

LOG OF PRACTICUM HOURS & PROJECT NOTES

- Students are responsible for maintaining a Log of Practicum Hours and Project Notes.
- Practicum hours are totalled on this form and students are responsible for submitting the completed and signed log(s) due by deadline: No later than the last day of the term. Late submissions may compromise your grade.
- Practicum Site Supervisor(s) must sign the log(s) where indicated below.
- Students with a <u>single</u> practicum site: Are responsible for acquiring the practicum site supervisor's signature.
- Students with <u>multiple</u> practicum sites: Are responsible for acquiring signatures from <u>each</u> practicum site supervisor.
- The Total Practicum Hours line indicates the total practicum hours acquired from <u>all</u> practicum sites. Page two of this form (Site Information Sheet) should be submitted for each practicum site.
- All forms are to be submitted electronically to the practicum coordinator/advisor.

If you have any additional questions please contact the practicum coordinator, see contact information above.

☐ Practicum I ☐ Practicum II ☐ Teaching & Training	Term & Year Term & Year Term & Year		Program/Department DCRS (MS or Ph.D) MACS/DCRS CSA/DMS NSA/DMS
Please print or type.			
Date submitted to Practicum Coo	ordinator:		
Student Name:		N#	
NSU E-mail:	Addre	ss:	
Work Phone:	Home Phone:		Mobile:
Practicum Professor:			
Practicum Site(s):			
Number of Sites:			
Total Number of Passive Hours(atte	endance at presentations, wo	rkshops,etc):	
	Total Practicum l	Hours:	
For office use only: Received			

SITE INFORMATION SHEET (Students with multiple sites must complete a site information sheet for each site) Site Number (if multiple practicum sites only): Site Name: Site Supervisor: _______Title_____ Telephone: _____ Fax: ____ Email: _____ Site Address: ______ Website Site Supervisor Signature: Date verified and signed by Site Supervisor: Week #: **Total Hours for Week:** Date Responsibilities & Time in Service (mm/dd/yy) (minimum 15 minutes/.25 hours) Project(s) Performed Notes: (Include observations, impressions, challenges or concerns experienced while performing responsibilities)

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