**Orrick High School A+ Tutoring Time Sheet**

**Student Name (please print):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Graduation Year:** \_\_\_\_\_\_\_\_

**Cooperating Teachers Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Steps for completing time sheet:

1. Fill in the above information.
2. Log ALL tutoring hours/minutes in the spaces provided below.
3. Have your cooperating teacher sign off on each day logged.
4. Provide your signature at the bottom of the time sheet.
5. Once time sheet is complete turn it into Mrs. Schott

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| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Location** | **Class Period** | **Time Started** | **Time Ended** | **Minute of Activity  (Round to the nearest 10 minutes)** | **Signature of Verifying Orrick Staff Member** |
| 8/17/2018 | Kindergarten | 1 | 8:20 | 9:09 | 50 |  |
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|  |  |  |  | **Total # of Minutes** |  |  |

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Student Signature Date