**Willamette University**

**Community Service Learning**

**Hours Documentation Form**

**Student Name:**

**Course Instructor: Course:**

**Site Name:**

**Site Supervisor Name: Site Supervisor Phone:**

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| **Date** | **Time In** | **Time Out** | **Responsibilities** | **# Hours Served** |
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| **Total Hours Served:** | | | |  |

**Student Signature: Date:**

**Site Supervisor Signature: Date:**