

Student Resource & Support Network Hourly Activities Record



Student: _____ **Student ID:** _____ **June 2017** **ETS:** _____

Part A: Class Time

Course Title	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th
	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu
	B R E A K														
Day total ➔															

Instructions

◀ Date

◀ Day of the week

◀ Hours of class time

↓

↓

↓

↓

Total class hours ➔

Part B: Study Time

1 hr. unsupervised study = 1 hr. class time															
Supervised Library or Tutorial															
Supervised Computer Lab															
Other - explain:															
Day total ➔															

◀ Hours of study time

↓

↓

↓

Total study hours ➔

Part C: Work

Work Study Hours															
Other Work Hours*															
Volunteer / Work Experience*															
Other - explain*:															
Day total ➔															

◀ Hours of work activities

↓

↓

↓

Total work hours ➔

Part D: Other

WTW Plan Approved Activities*															
Job Readiness Activities*															
Day total ➔															

◀ Hours of other activities

↓

Total other hours ➔

▶ **Reminder:** This form must be completed and turned in by the 5th of the next month. Please sign on the back.

Bi-weekly total of all ➔

Regulations require that the total hours reported on this monthly form be divided by 4.33 to calculate a weekly average. Therefore:

"20-hour" requirement = 87 total hours per month (about 22 hours per week)

"30-hour" requirement = 130 total hours per month (about 33 hours per week)

"35 hour" requirement = 152 total hours per month (about 38 hours per week)



Student Resource & Support Network Hourly Activities Record



Student:		Student ID:					June 2017					ETS:							
Part A: Class Time																		Instructions	
Course Title	16th	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st	←	Date	
	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	←	Day of the week	
																	←	Hours of class time	
																		↓	
																		↓	
																		↓	
																		↓	
Day total →																	Total class hours →		
Part B: Study Time																			
1 hr. unsupervised study = 1 hr. class time																	←	Hours of study time	
Supervised Library or Tutorial																		↓	
Supervised Computer Lab																		↓	
Other - explain:																		↓	
Day total →																	Total study hours →		
Part C: Work																			
Work Study Hours																	←	Hours of work activities	
Other Work Hours*																		↓	
Volunteer / Work Experience*																		↓	
Other - explain*:																		↓	
Day total →																	Total work hours →		
Part D: Other																			
WTW Plan Approved Activities*																	←	Hours of other activities	
Job Readiness Activities*																		↓	
Day total →																	Total other hours →		
																	Bi-weekly total of all →		
																	Grand total for month →		

* Indicates activity requiring an ETS signature. All other time must be approved by SRSN staff.

(831) 479-6344

SRSN Signature

Date

Print Name & Title (SRSN Staff)

I declare under penalty of perjury under the laws of the United States and the State of California that the facts contained in this report are true, correct and complete.

ETS Signature

Date

Student Signature

Date

