

**MUSIC INDUSTRY INTERNSHIP
STUDENT STATEMENT OF HOURS WORKED FORM**

**No later than the last day of your internship,
submit this form along with your Learning Outcomes Form to the Music Department Secretary**

Directions to the Student Intern: Please indicate the total number of hours you worked at your internship site each week. **SIGN AND DATE** this form to **VERIFY** the INTERSHIP HOURS listed.

Example: If your work hours looked like this for the week of June 1-7:

June 1	8 hours
June 2	10 hours
June 3	9 hours
June 4	0 hours
<u>June 5</u>	<u>10 hours</u>
Total:	37 Hours

Your summary of hours (as indicated in the chart below) should look like this:

Week	Total Hours
Example: June 1-7, 20__	37 hours
Total hours served for this internship (Add all the hours you've indicated)	Total hours

Student Signature _____ **Date** _____