

Greater Boston Legal Services Bi- Weekly Student/Volunteer Timesheet

Name: _____

From: _____

To: _____

***NOTE:** The numbers below represent the dates of the month. For hours worked, simply write the total number of hours in the appropriate box.

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	

TOTAL HOURS : _____

Student/Volunteer Signature

Last Day of Internship/Volunteer Assignment

16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	

TOTAL HOURS : _____

Supervisor Signature

Date

Please send time sheet to Sonia Marquez, Lourdes Alvarez, or Yahaira Ortiz on the 5th floor.