UNIVERSITY OF MARY WASHINGTON

M.S. IN ELEMENTARY EDUCATION
SPRING SEMESTER TIME SHEET

Student Name _____ **School** _____
Semester Dates _____ **Cooperating Teacher** _____
Grade _____

Indicate time* spent each day on the following activities:

Activity **Date**																																				**Pg 1 Total**
1. Responsible Actual Teaching																																				____
2. Classroom Observation																																				____
3. Planning and/or Preparation																																				____
4. Pupil Evaluation																																				____
5. Parent Conferences (Back-to-School, Open House)																																				____
6. Professional Activity (workshops, conference)																																				____
7. Miscellaneous Activities (coaching, etc.)																																				____

***All times should be kept in multiples of hours or half-hours. A full class period will be considered as one hour.**

Indicate dates for the following activities:

Activity **Date**																					
1. Observation by College Supervisor																					
2. Conference with College Supervisor																					
2. Collaboration with Peers/Other Student Teachers																					

STUDENT TEACHING TIME SHEET, Page 2

Indicate time* spent each day on the following activities:

Activity / Date																																			Pg 2 Total		Pg 1 Total	=	TOTAL
1. Responsible Actual Teaching																																			____	+	____	=	_____
2. Classroom Observation																																			____	+	____	=	_____
3. Planning and/or Preparation																																			____	+	____	=	_____
4. Pupil Evaluation																																			____	+	____	=	_____
5. Parent Conferences																																			____	+	____	=	_____
6. Professional Activity																																			____	+	____	=	_____
7. Miscellaneous Activities																																			____	+	____	=	_____

***All times should be kept in multiples of hours or half-hours. A full class period will be considered as one hour.**

Indicate dates for the following activities:

Activity / Date																						
1. Observation by University Supervisor																						
2. Conference with University Supervisor																						
2. Collaboration with Peers/Other Student Teachers																						

From Fall Semester Timesheet:

A. Responsible Actual Teaching Hours _____

B. Other Classroom Hours _____

Spring Semester Teaching Hours

C. Responsible Actual Teaching Hours _____

D. Other Classroom Hours _____

Total Teaching Hours

A+C _____

B+D _____

Total Graduate Placement Hours _____
(A+B+C+D)

Undergraduate Practicum Hours _____
(As documented by required practica logs)

GRAND TOTAL FIELD EXPERIENCE HOURS _____
(Practica + Total Graduate Placement Hours)

Time sheets must be submitted to University Supervisor/Advisor at the student teacher's Exit Interview.