CPA Work Placement

Weekly Log

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| --- | --- |
| Student Name:\_\_\_\_\_\_Craig Deacon\_\_\_\_\_\_\_\_\_\_\_\_  Course \_\_CPA\_\_\_\_\_\_\_\_ Semester \_\_6\_\_\_\_\_\_\_\_\_ | Employer: \_\_\_\_\_Benefits By Design\_\_\_\_  Supervisor name: \_\_Kurt Kampa\_\_ |

|  |  |  |
| --- | --- | --- |
| **Date** | **Hours Worked** | **Summary of Activities** |
|  |  |  |
|  |  |  |

|  |
| --- |
| Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Supervisor signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date signed by supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Notes to students:**

* **Keep of a copy of your signed time sheets for reference.**
* **Completed time sheets must submitted weekly in class.**

CPA Work Placement

Log Summary

## Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester \_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Week | Mon | Tue | Wed | Thur | Fri | Weekly Total | Supervisor Signature |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
| **Submit a printed copy of mid-semester log summary at the beginning of week 8** | | | | | | | |
| 8 |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |
| **Submit electronic copy of the final Log Summary at the end of week 13 (COMP 61) or week 14 (COMP 62).** | | | | | | | |

**Note to students. Keep a printed copy of this summary for the entire semester. DO NOT LOSE IT!! Have your work placement supervisor sign at the end of each week.**