

Student Service Record Episodic Event Timecard

The Student Service Record Intern will log these hours online for you. In order for an episodic event to be eligible towards the SSR Program, it must be coordinated by the Community Engagement and Experiential Learning office.

Some examples include: Make a Difference Day, MLK Day of Service, Alternative Spring Break, Hope House Food Delivery, etc.

Event Information

Event Name: _____

Event Date: _____

Hours Served: _____

Student Information (to insert your signature click on the text field below and select the Insert tab →

Auto Text → Signature)

Student Name (Please Print): _____

Student Email: _____

Student Phone Number: _____

Student Signature: _____

Date: _____

Current SSR Participant Prospective SSR Participant

*If not current SSR participant, please keep this form and bring it to your SSR appointment.

Service Site Information

Site Supervisor Name (Please Print): _____

Site Supervisor Email: _____

Site Supervisor Phone Number: _____

Site Supervisor Signature: _____

Date: _____

(to insert your signature click on the text field above and select the Insert tab → Auto Text → Signature)

