

**TOURO COLLEGE GRADUATE SCHOOL OF SOCIAL WORK**  
**320 West 31<sup>st</sup> Street, 3<sup>rd</sup> Floor**  
**New York, NY 10001**  
**SEMESTER TRACKING FORM FOR FIELD WORK ASSIGNMENT**  
**FALL 2021/SPRING 2022**

Student's Name: \_\_\_\_\_ Agency's Name: \_\_\_\_\_

*FOR EMPLOYMENT BASED INTERNSHIPS – REPORT ACTUAL FIELD HOURS ON TIME SHEET*

WK OF:	S	M	T	W	TH	F	S	SICK DAY	INTEGRATIVE PRACTICE FIELD SEMINAR **	TOTAL HRS:	STUDENT INITIALS	FI'S INITIALS
<b>MONTH: SEPTEMBER</b>												
SEPT 12												
SEPT 19												
SEPT 26												
<b>MONTH: OCTOBER</b>												
OCT 3												
OCT 10												
OCT 17												
OCT 24												
OCT 31												
<b>MONTH: NOVEMBER</b>												
NOV 7												
NOV 14												
NOV 21												
NOV 28												
<b>MONTH: DECEMBER</b>												
DEC 5												
DEC 12												
DEC 19												
DEC 26												
JAN 2												
JAN 9												
<b>TOTAL HOURS FOR FALL 2021 SEMESTER</b> _____  <b>INSTRUCTOR SIGNATURE</b> _____ <b>STUDENT SIGNATURE</b> _____												

- FULL TIME (21 HOUR) FIELD WORK I & III ENDS ON JANUARY 14 - TOTAL HRS SHOULD BE CALCULATED TO JANUARY 14<sup>TH</sup>
- PART TIME (15 HOUR) FIELD WORK I & III ENDS ON FEBRUARY 11 - TOTAL HRS SHOULD BE CALCULATED TO FEBRUARY 11<sup>TH</sup>

WK OF:	S	M	T	W	TH	F	S	SICK DAY	INTEGRATIVE PRACTICE FIELD SEMINAR **	TOTAL HRS:	STUDENT INITIALS	FI'S INITIALS
<b>MONTH: JANUARY</b>												
JAN 16												
JAN 23												
JAN 30												
<b>MONTH: FEBRUARY</b>												
FEB 6												
FEB 13												
FEB 20												
FEB 27												
<b>MONTH: MARCH</b>												
MAR 6												
MAR 13												
MAR 20												
MAR 27												
<b>MONTH: APRIL</b>												
APR 3												
APR 10												
APR 17												
APR 24												
<b>MONTH: MAY</b>												
MAY 1												
MAY 8												
MAY 15												
MAY 22												
MAY 29												
<b>MONTH : JUNE</b>												
JUNE 5												
JUNE 12												
JUNE 19												
JUNE 26												
TOTAL HOURS FOR SPRING 2022 SEMESTER _____												
INSTRUCTOR SIGNATURE _____ STUDENT SIGNATURE _____												

- FULL TIME (21 HOUR) FIELD WORK II & IV ENDS ON MAY 6. TOTAL HRS SHOULD BE CALCULATED TO MAY 6.
- PART TIME (15 HOUR) FIELD WORK II & IV ENDS ON JULY 1. TOTAL HRS SHOULD BE CALCULATED TO JULY 1.

\*\* INTEGRATIVE PRACTICE FIELD SEMINAR COUNTS AS 2 FIELD HOURS DURING THE WEEK ATTENDED