ENGLISH DEPARTMENT TUTORING LOG SHEET

Tutor Name:
(First & Last)

Turn in your log sheets at the PLTC twice each month - by the 15th and the end of the month.

Date (mm/dd/yy)	Student Name (First and Last)	Mailbox Unit #	Class Year	Course #	Total Session Time to nearest 15 min. (xx hr, xx min)	Comments

Please print legibly.

For PLTC Use Only

Date Entered: _____

Payroll: _____

Logged By: