APPENDIX D
Weekly Progress Form

Name: ___________________________  Administrative hours on site this week: ______
Client Contact hours on site this week: ______

Week of: ______________
Cumulative Administrative hours: ______
Cumulative Client Contact hours: ______
Total Combined Hours: _______________

What were your main responsibilities/tasks this past week?

What did you learn from these experiences?

Explain some of your successes for the week?

Explain some of your struggles for the week?

What do you need from me?

** Turn in each week at the beginning of class to your University Supervisor/Instructor **