CENTER FOR PROFESSIONAL DEVELOPMENT
Norfolk State University

TIME RECORD

The teacher as a competent, compassionate, cooperative and committed leader.

Student Teacher: _____ Major: _____ Semester/Year: _____
Last Name First MI

Grade/Level: _____ School Name: _____ City: _____

Cooperating Teacher: _____ _____ Telephone (Work): _____ Cellular: _____
Last Name First

University Supervisor: _____ _____
Last Name First

Date (MM/DD)	Entry	Non Teaching Performance (Hours)	Introductory or Assistance Type Performance (Hours)	Performances for Teaching Entire Class (Hours)	Total Hours Per Week	Verified by Cooperating Teacher	Homework and Planning Outside of School
	1						
	2						
	3						
	4						
	5						
Week #___							
	1						
	2						
	3						
	4						
	5						
Week #___							

Non-teaching Activities Include: observation, conference, bus duty, hall duty, lunchroom duty, other activities in which the student teacher has a leadership role with pupils