

# Internship Timesheet Form

Download this **printable internship timesheet form sample** to efficiently track and document your internship hours. The template is designed for easy use and accurate timekeeping, ensuring proper records for both interns and supervisors. Customize it to suit various internship programs and simplify your reporting process.

<b>Intern Name:</b>			
<b>Internship Position:</b>			
<b>Supervisor:</b>			
<b>Week Starting:</b>		<b>Week Ending:</b>	

Date	Time In	Time Out	Total Hours	Tasks/Notes	Supervisor Initials
<b>Weekly Total Hours</b>					

**Intern Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_