Student Time-Log for Long Distance Placements

**To submit this from:**

* Fill-in the date, description of the legal work, and hours worked on the task/project.
* Submit this time-log to your supervisor and to Liz Solar on the last day of each month.
* If you're already recording hours in a similar format or another form for your organization, you may submit that from instead.
* Submission can be made via e-mail to Liz Solar (esolar@law.harvard.edu) or fax 617-496-2636.

| **Date****(MM-DD-YY)** |  **Description of Work Done for****Organization Name** | **Hours\*** |
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|  | **\*Please use hour or half hour increments**  **Total hours:**  |       |

I certify that the clinical hours indicated above are accurate.

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**Student Name Student Signature Date**