

TIMESHEET [continued]

NOTE A: Timesheets will be used to keep track of the number of hours worked by the student each week. Students should retain copies of their timesheets and also monitor their number of hours worked. Students will not receive credit for hours not included on the timesheet or for those hours not submitted in a timely manner. Submit Timesheets via the associated eCourseware dropbox.

NOTE B: It is required that you complete 400 hours for your Senior Capstone Experience. Failure to do so will result in an automatic deduction in your final letter grade as follows:

- 1-45 hours: Half of a letter grade
- 46-90 hours: One full letter grade
- 90-135 hours: One and a half letter grade
- More than 135: Failure of Senior Capstone Experience