



Student Name \_\_\_\_\_

# PRACTICUM LOG HOURS COVERSHEET AND DIRECTIONS

If you are unable to use client names due to privacy restrictions, enter a unique client ID for each client, or use initials.

Keep a running total of the hours on each page, and the hours in the program so far using the bottom boxes far right columns. Logs that have not been fully completed in this way will not be accepted.

You must submit one completed cover sheet (this page) with your packet of Practicum Hours when you turn them in for a Program Certificate.

Double check with the main office on best way to submit logs before turning in.

**YOU MUST RETAIN A COPY OF ALL LOG SHEETS. WE ARE NOT RESPONSIBLE FOR LOST LOGS!**

Program: Check one	Total Hours Submitted in Packet	Total Log Pages in Packet (Don't count cover sheet)
<input type="checkbox"/> MQP <input type="checkbox"/> MQT <input type="checkbox"/> MQM		

By signing below, I hereby testify that I completed all the Practicum Hours as documented in my Practicum Log.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

IMQC Use only.

Hours verified by:	Print Name	Signature
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