FIELD PLACEMENT HOURS LOG

TERM

Student	Field Hours Course: ED
Site	Field Instructor

Week	Placement Dates	Number of Hours	Total Hours to Date
Week 1			
Week 2			
Week 3			
Week 4			
Week 5			
Week 6			
Week 7			
Week 8			
*Total Number of Hours	Student to Add Total Hours→		

Student Signature:	
Field Instructor Signature:	
Regis Instructor Signature:	
Date:	

It is the student's responsibility to ensure the Hours Log is submitted with the evaluation. Grades will not be assigned without the signed Hours Log.

NOTICE OF DISCLOSURE
CONFIDENTIALITY AND USE OF PERSONAL DATA

The personal information collected on this form is being collected under the authority of the University of Windsor Act, 1962. This collection is compliant with the Freedom of Information and Protection of Privacy Act of the Province of Ontario.

The purpose of this data collection is related directly to and needed by the Special Education Dept., Regis University to administer the university / student relationship including the proper recording of student academic progress and to adhere to governmental reporting requirements.

Data collected on this form will be disclosed and used as follows:

- by administrative and field office personnel for student field placement planning and record-keeping;
- by field instructors in community agencies for placement planning;

• for academic counseling.

If you have any questions about the collection, use, and disclosure of this information please contact: Paula Humphrey, M.A., Elementary Education Program Coordinator, Regis University, 303-964-5321, phumphre@regis.edu.