



**Research Initiative for Scientific Enhancement Program
UPR-PRISE**



PO Box 7186
Ponce, PR 00732-7186
Phone: (787) 844-8181, Ext. 3085, 2652
Fax: (787) 290-4064
RISE.PONCE@UPR.EDU

Weekly Attendance Sheet

Students' Name: _____ Week from (m/d/y): ____ / ____ / ____ To (m/d/y): ____ / ____ / ____

Attendance Type (one per sheet): Research Tutoring English Editor Session Community Service Other: _____
(GRE Practice & I.S. must be @PRISE office)

Date	Entrance a.m.	Exit a.m.	Entrance p.m.	Exit p.m.	Total of Hours	PI, Supervisor, Tutor, Validating Signature	Comments / Tutoring Materia / Type of Activity
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							
Sunday							

Total of hours dedicated this week

Students' Signature Date

Supervisor Signature Date

Note: It will be the students' responsibility to deliver this sheet, on a weekly base, to the UPR-PRISE Program Coordinator and to have it full-filled at the time of delivery. Sheets are due EVERY MONDAY after the used week on this sheet, before noon. If one Monday is a Holiday, Academic Recess, Administrative Recess, or others, the delivery date passes to the next work day. Failure to deliver in time this sheet may interrupt your payments for the period in hand.