

Mentoring Hours Summary

Directions: Complete the summary hours log at the end of the school and mentoring year in June. Summarize the hours from the monthly log sheets onto this form and turn into the Human Resource Office as a record of completion of the mentoring hours.

Date _____

Mentor Name _____

Mentee Name _____

Month	Hours
September	
October	
November	
December	
January	
February	
March	
April	
May	
June	
Total Hours	

I certify the above hours are representative of the time spent on mentoring this year:

Signed _____ Date _____