

Internship Programme TIME SHEET

(to be filled by the students during their internship and the same is to be submitted to their respective Tutor / HoD on completion of their internship)

Name of the student: Vani N.v

Name of the agency: Queen Mary Foundling Home year 2019

Sl. No	Date	Description of work	Time		Total hours	Signature of the agency supervisor
			From	To		
1.	14.05.19.	Office Assistance and child rearing.	9.am	4.30pm	7 1/2 hours	<u>Daisy</u>
2.	15.05.19.	Medical Test for children.	9.am	4.30pm	7 1/2 hours	<u>Daisy</u>
3.	16.05.19.	Office Assistance and child rearing.	9.am	4.30pm	7 1/2 hours	<u>Daisy</u>
4.	17.05.19.	Leave.	Leave	Leave	Leave	<u>Daisy</u>
5.	18.05.19.	Child rearing.	9.am	4.30pm	7 1/2 hours	<u>Daisy</u>
6.	19.05.19.	Sunday	Sunday	Sunday	Sunday	<u>Daisy</u>
7.	20.05.19.	Leave	Leave	Leave	Leave	<u>Daisy</u>
8.	21.05.19.	Office Assistance	9.am	4.30pm	7 1/2 hours	<u>Daisy</u>
9.	22.05.19.	Immunization of children.	"	"	7 1/2 hours	<u>Daisy</u>
10.	23.05.19.	Child rearing.	"	"	7 1/2 hours	<u>Daisy</u>
11.	24.05.19.	Medical Test for children.	"	"	7 1/2 hours	<u>Daisy</u>
12.	25.05.19.	Child rearing.	"	"	7 1/2 hours	<u>Daisy</u>
13.	26.05.19.	Data entry of adopted child.	"	"	7 1/2 hours	<u>Daisy</u>
14.	27.05.19.	Leave	Leave	Leave	Leave	<u>Daisy</u>
15.	28.05.19.	Data entry of adopted child.	9.am	4.30pm	7 1/2 hours	<u>Daisy</u>

Certified that the above statements are true
Date _____

Queen Mary Foundling Home
Themalipadam, Thakattussery
Thrissur-680 322, Kerala, India

Signature of the student: Vani N.v

Remarks (if any) of the Agency Supervisor _____ Signature of the Agency Supervisor _____

Ms. Vani N.v has successfully completed her 2 weeks internship in our Agency. She has come to our institution on 14.05.2019 and completed her internship on 30.05.19. She has sincere and hardworking during the internship. She has been came to our institution in 12 days.