

Ministry Time Accountability Record

week number ➡	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Did you meet with your site supervisor for review this week? Requirement: 8/14														
Did you attend the church's worship service this week? Requirement: 10/14														
Did you lead (or teach) a class at your ministry location this week? Requirement: 3/14														
Did you teach a class at your ministry location this week? Requirement: 6/14														
Did you spend the minimum required amount of time in ministry this week? Requirement: 10 per week														

Complete this chart each week so you keep a record of your ministry involvement. You will be required to turn in this chart at the end of the semester, so don't lose it!!! Week 1 starts with the first week of the semester. Have your lab site supervisor sign it **before** you turn it in! Grade will be based on what percentage of each requirement that you accomplish.

Lab Site Supervisor Signature

Date

Student Signature

Date