FORM 2: EXTERNSHIP TIMESHEET

Today’s date: ___________________ Externship #: ___1 ___2 ___3 (check one)

Name______________________________

Phone________________ E-mail address______________________________

Placement Agency________________ Supervisor________________________

<table>
<thead>
<tr>
<th>DAY &amp; DATE</th>
<th>HOURS</th>
<th>DESCRIPTION OF ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Hours __________ (to last quarter-hour completed, e.g., 9.75, 13.25)

Supervisor’s Name ______________________ Supervisor’s Signature __________ Date __________

Please send your time sheets every 2 weeks
Mail or Drop Off:
Straus Institute for Dispute Resolution
Pepperdine University School of Law
Attn.: Joanna Reese
24255 Pacific Coast Hwy, Malibu, CA 90263
E-mail: joanna.reese@pepperdine.edu
Fax: 310.506.4437

Remember a one-page journal entry must also be turned-in for every 20 hours completed.