



Office Hours for Enrichment Attendance Log

Firecats are encouraged to get help when they need it. Students are afforded the opportunity to earn enrichment credit by attending office hours.

Procedures:

1. Complete this log each time you attend office hours.
2. When you **accumulate 25 total hours, submit your log(s) to the enrichment mailbox**, and your enrichment credit will be added in Power School.
3. This **log must be completed in ink** for approval.
4. **Instructors must sign any corrections** or changes made to this log. **Changes that are not signed will be rejected.**

Date	Course	Total Time	Teacher's Signature



