

Translation – For information only!

Anhalt University of Applied Sciences

DOCUMENTATION OF DAILY WORKING HOURS AS PER § 17 MiLOG

Name, first name: _____

Dept./Central Unit: _____ Tutor's name: _____

Record for the period from _____ to _____

Day	Start (hour)	End (hour)	Total of hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
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21.			
22.			
23.			
24.			
25.			
26.			
27.			
28.			
29.			
30.			
31.			

Student assistant:

Date/signature:

Confirmation

by tutor:

NOTE: The records are to be kept weekly, at least, for the start, the end and the duration of the daily working hours have to be entered not later than by the lapse of the 7th calendar day following the day of the work performance.