



CUPE3908 TA Work Log

(For Personal and Union Use Only)

Name:
 Course:
 Department:
 Semester:

Keep a work log of all the time spent working for your Teaching Assistantship.

Ensure you are doing (and only doing) what you were contracted to do.

	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	Wk 14	Wk 15	Wk 16	Wk 17	Wk 18	Exams	Total	
Orientation/Training																					0
Preparation																					0
Attending Lectures																					0
Conducting Labs/Seminars																					0
Marking/Grading																					0
Office Hours																					0
Student Consultation																					0
Supervisor/TA meetings																					0
Invigilating Exams																					0
Supervising Field Trips																					0
Other Duties																					0
Total Hours for Week	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cumulative Hours for Semester	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

One full Graduate Teaching Assistantship requires no more than 120 hours of work per term

[19.01 of the Unit 2 Collective Agreement]

Please contact CUPE 3908 Unit 2 if you have any questions or concerns about your work

Tel: (705) 748-1011 Ext 6070 /// E-mail: info@cupe3908.org