



Student Event Participation Sign-In Sheet

Directions for Coordinators:

1. Use this form to document participation in all group GEAR UP SWV student activities. Use this form to enter participation in the Performance Insights database. The form must be accurate and legible.
2. For ALL student activities, the student is required to sign in.
3. Keep this form on file. Submit a digital copy (scanned) along with the reimbursement request form.

Name of Activity: _____ **Date:** _____

Time of Activity: _____ **to** _____ **Supervised by:** _____

	Student Name (Please Print)	Grade Level	School Name	Student ID
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

GEAR UP SWV Local Coordinator Signature

Date

**Attach additional sheets if needed