



Fall 2026 Supervisor Work Scholar Program Calendar

August 18th – Option 1: Work Scholar Supervisor Orientation at 5pm

August 20th – Option 2: Work Scholar Supervisor Orientation at 10am

August 24th - First day of semester, classes begin! 📅

***August 31st – First time sheet approval are due for the semester**

****August 31st to September 4th – “Getting the Year in Gear”**

- **Students should set up meeting times with their Supervisor to complete forms.**
It's the student's responsibility to provide the form for your meeting!

😊 **September 7th** 😊

Labor Day, Campus Closed!

***** September 16th: Professional Communication & Phone Calling Skills** 📅

September 21st to October 16th: Work Scholar Worksite Applications are open for Spring 2027!

***** October 8th - LCSC Career Fair**

****October 12th to October 16th – Mid Term Check In's to be completed and returned**

- **Students need to complete the agenda that is required in the form**

*** November 11th – Lunch & Learn with St. Lukes 

☺ November 23rd to November 27th ☺

Fall Break! No classes, please plan work schedules accordingly!

December 4th – Professional Development Trainings & Volunteer hours are due

**December 7th to December 11th – Final Performance Evaluations to be completed

December 17th – Last day of semester & Final time sheets due to complete 150hrs

☺December 18th☺

Start of Winter Break! See you in the Spring!

Important Considerations:

*** TIMECARDS are due every other Monday beginning August 31st and ending on December 21st. Having these timecards approved on time are essential for keeping track of program required hours**

****All forms submitted throughout the semester must be signed by student and supervisor, typed and submitted by the student. Any handwritten forms will be returned and considered incomplete or past due until returned appropriately. Completed form can be emailed to lcworkscholars@lcsc.edu**

***** Supervisors are encouraged to have students attend relevant professional development trainings, as students are required to complete two trainings throughout the semester.**