STUDENT BIWEEKLY TIME REPORT

AS107
r 11/03

Please use only black or blue ink.

Student Name _____
Last, first, MI

SSN _____

Acct # to be charged 115-35- _____

Pay Period 05 / 05 / 2007 through 05 / 18 / 2007

WEEK 1

Day	Date of Month	Time of Day	Hours Worked
Saturday	5/5		
Sunday	5/6		
Monday	5/7		
Tuesday	5/8		
Wednesday	5/9		
Thursday	5/10		
Friday	5/11		
		Total Hours Week 1	

WEEK 2

Date of Month	Time of Day	Hours Worked
5/12		
5/13		
5/14		
5/15		
5/16		
5/17		
5/18		
	Total Hours Week 2	

Time of Day should be expressed as 8:30-10:30, 1:00-2:30, for example. In the Hours Worked column, fractions of hours should be written as decimals. Examples: 2.75, 3.25.

I certify that I was present and worked during the hours indicated above.

_____ _____/_____/_____
Student Signature Date

I certify that this student has performed satisfactory work for the hours represented on this timesheet.

_____ _____/_____/_____
Supervisor Date

Total Hours Worked This Period	
X Hourly Rate of	
= Total Amount Earned This Period	$
If paid from Work Study, Chancellor's Aide, or grant account:	
Allocation: $	
(from previous timesheet) Balance Forward	
New Balance: Balance Forward Minus Total Amount Earned This Period =	$ *

Comments

*carry forward to next timesheet