



### STUDENT WAGE EMPLOYMENT TIMESHEET

**THIS FORM IS ONLY FOR RECORD KEEPING. STUDENT MUST SIGN IN AND OUT USING KRONOS.**

STUDENT'S NAME \_\_\_\_\_ V# \_\_\_\_\_

EMPLOYEE NUMBER \_\_\_\_\_ SUPERVISOR \_\_\_\_\_ DEPARTMENT \_\_\_\_\_

PAY PERIOD FOR THIS TIMESHEET: FROM \_\_\_\_\_ TO \_\_\_\_\_

#### WEEK 1

DAY	DATE	START TIME	END TIME	TOTAL HOURS
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				
SATURDAY				
SUNDAY				
<b>WEEKLY TOTAL</b>				

#### WEEK 2

DAY	DATE	START TIME	END TIME	TOTAL HOURS
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				
SATURDAY				
SUNDAY				
<b>WEEKLY TOTAL</b>				

COLLEGE WORK STUDY AWARD AMOUNT \$ \_\_\_\_\_

WAGE RATE \$ \_\_\_\_\_

TOTAL HOURS THIS PAY PERIOD \$ \_\_\_\_\_

**THIS FORM IS FOR INTERNAL USE ONLY TO VERIFY WITH KRONOS.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE NOTE: THIS FORM SHOULD BE SUBMITTED BI-WEEKLY TO SUPERVISOR FOR RECORD KEEPING. IF STUDENT EXCEEDS THE AWARD AMOUNT, IT BECOMES A DEPARTMENTAL EXPENSE.**