

NAME: \_\_\_\_\_  
 CWID: \_\_\_\_\_  
 DEPT. CODE: \_\_\_\_\_  
 DATES: Begins 10/13/08 Ends 11/09/08

**LOUISIANA TECH UNIVERSITY**  
**Individual Student Time Report**  
 FALL QUARTER 2008

# 1241

**TIMESHEETS DUE:**  
**MONDAY, 11/10/08 NOON**

Hourly Pay Rate \_\_\_\_\_

**NOT FOR**  
**FEDERALWORK STUDY PROGRAM**

|                    | SUNDAY |    |       | MONDAY |    |       | TUESDAY |    |       | WEDNESDAY |    |       | THURSDAY |    |       | FRIDAY |    |       | SATURDAY |    |       | Total to Nearest 1/10 Hour |
|--------------------|--------|----|-------|--------|----|-------|---------|----|-------|-----------|----|-------|----------|----|-------|--------|----|-------|----------|----|-------|----------------------------|
|                    | FROM   | TO | TOTAL | FROM   | TO | TOTAL | FROM    | TO | TOTAL | FROM      | TO | TOTAL | FROM     | TO | TOTAL | FROM   | TO | TOTAL | FROM     | TO | TOTAL |                            |
| 1 <sup>ST</sup> WK |        |    |       | 13     |    |       | 14      |    |       | 15        |    |       | 16       |    |       | 17     |    |       | 18       |    |       |                            |
| 2 <sup>ND</sup> WK | 19     |    |       | 20     |    |       | 21      |    |       | 22        |    |       | 23       |    |       | 24     |    |       | 25       |    |       |                            |
| 3 <sup>RD</sup> WK | 26     |    |       | 27     |    |       | 28      |    |       | 29        |    |       | 30       |    |       | 31     |    |       | 1        |    |       |                            |
| 4 <sup>TH</sup> WK | 2      |    |       | 3      |    |       | 4       |    |       | 5         |    |       | 6        |    |       | 7      |    |       | 8        |    |       |                            |
| 5 <sup>TH</sup> WK | 9      |    |       |        |    |       |         |    |       |           |    |       |          |    |       |        |    |       |          |    |       |                            |

**NOTE:**

Record all time to the nearest tenth of the hour.

- 5 min. - 0.1 hr.
- 10 min. - 0.2 hr.
- 15 min. - 0.3 hr.
- 20 min. - 0.3 hr.
- 25 min. - 0.4 hr.
- 30 min. - 0.5 hr.
- 35 min. - 0.6 hr.
- 40 min. - 0.7 hr.
- 45 min. - 0.7 hr.
- 50 min. - 0.8 hr.
- 55 min. - 0.9 hr.

**CHECKS DISBURSED: WEDNESDAY, 11/19/2008**

**TOTAL HOURS WORKED FOR THE ENTIRE PAY PERIOD**

I understand that I may have only one student job on campus. I certify that I personally listed the hours that I have worked during this pay period; that the hours shown are an accurate accounting of the hours worked and that the total of such hours worked is: \_\_\_\_\_

This is to certify that this is an accurate Student Labor Report on the student for whom this timesheet is submitted, for the above pay period, and that the work of that student was performed in a satisfactory manner on an approved work project.

\_\_\_\_\_  
 Student's Signature (in ink)

\_\_\_\_\_  
 mo/day/yr

\_\_\_\_\_  
 Employer's Signature

\_\_\_\_\_  
 mo/day/yr

\_\_\_\_\_  
 Type Work Performed