

NAME: _____
 CWID: _____
 DEPT. CODE: _____
 DATES: Begins 08/18/08 Ends 09/14/08

LOUISIANA TECH UNIVERSITY
Individual Student Time Report
 FALL QUARTER 2008

1242

TIMESHEETS DUE:
MONDAY, 09/15/08 NOON

Hourly Pay Rate _____

FEDERAL WORK 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 ST WK				18			19			20			21			22			23			
2 ND WK	24			25			26			27			28			29			30			
3 RD WK	31			1 ***HOLIDAY***			2			3			4			5			6			
4 TH WK	7			8			9			10			11			12			13			
5 TH WK	14																					

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, 09/24/2008

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

***** Please submit a memo with the student's timesheet if he/she worked the Labor Day Holiday, September 1st.*****