

### Student Temporary Service Time Sheet

Name \_\_\_\_\_ Work Location \_\_\_\_\_

Time Period from \_\_\_\_\_ to \_\_\_\_\_

Date	Day	In	Out	In	Out	# Hours per day
	Thurs.					
	Fri.					
	Sat.					
	Sun.					
	Mon.					
	Tues.					
	Wed.					

	Thurs.					
	Fri.					
	Sat.					
	Sun.					
	Mon.					
	Tues.					
	Wed.					
					<b>Total</b>	

I certify that the time reported is true and correct.  
 Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that the hours and days indicated above represent time worked by the employee.  
 Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

*Supervisor should return this sheet directly to the Human Resources Office.*