Student Employee Timesheet

Name: _____

Pay period beginning date (Sunday):_____   Pay period ending date (Saturday):_____

Please complete to nearest half hour

Date	Time In	Time Out	Total Hours
Sunday			
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
			TOTAL

_____ week 1

Date	Time In	Time Out	Total Hours
Sunday			
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
			TOTAL

_____ week 2

TOTAL (both weeks) _____

I certify that the above time record is accurate:

Chase Lotito
_____   04/15/2024_____
Student Signature   Date

_____
Supervisor Signature   Date

SIU
CARBONDALE