



CALIFORNIA STATE UNIVERSITY, SACRAMENTO

Student Time Sheet

\*\*\* Please refer to the Payroll website for Pay Periods and pay dates \*\*\*

All entries must be typed

Last Name:	First Name:	Student ID:	Empl Rod:
Department:	Dept ID:	Job Classification: <small>(Please select &amp; print on appropriate color of paper)</small>	

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
<b>WEEKLY TOTAL</b>		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
<b>WEEKLY TOTAL</b>		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
<b>WEEKLY TOTAL</b>		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
<b>WEEKLY TOTAL</b>		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
<b>WEEKLY TOTAL</b>		

<b>HOURLY RATE</b>	<b>Total Hours Worked</b>
<b>X</b>	
<b>= GROSS PAY</b>	

I certify that I have worked the number of hours listed above and have not exceeded 20 hours per week.

Student's Signature

Date

Do you work have more than one job on campus?

If yes, what department?

I certify that the above reported hours are correct.

Supervisor's Signature

Supervisor's Name

Date

Timekeeper's Signature

Timekeeper's Name

Date

Keyed	Approved	Payroll
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