CALIFORNIA STATE UNIVERSITY, SACARAMENTO
Student Time Sheet

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

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All entries must be typed

Last Name: First Name: Student ID: Empl Rcd:

Department: Dept ID: Job Classification:
(Please select & print on appropriate color of paper)

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
WEEKLY TOTAL		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
WEEKLY TOTAL		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
WEEKLY TOTAL		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
WEEKLY TOTAL		

	DATE	HOURS
SUNDAY		
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
WEEKLY TOTAL		

HOURLY RATE   **Total Hours Worked**

X

GROSS PAY

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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

Revised 11/8/2016