

OFF-CAMPUS Work-Study Time Sheet:

Submit competed time sheets to UO Payroll by the 17th of each month to ensure processing by payday.

Contract #: 224189

Agency: Test Company

Pay period Starting:

13th of Sept 2017_(month)

Pay Period Ending:

12th of Oct 2017_(month)

Last Name: Dolittle

First Name: harry

UO ID #: 4500005

Phone #: 541 346 1122

Job Title: Tutor

Remarks:

Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Weekly Total
9/13			12pm 5pm 5		8am 12:30pm 12pm 5:30pm 4			14
9/20			12pm 5pm 5		9/22			5
9/27			9/27					0
10/2			10/4					9
10/9			10/11					8.25

I certify that the hours are correct, and properly charged to the earn codes designated.

Student Signature: Jenny Dolittle Date: 10/12/2017

Supervisor's Name: John Run Phone #: 541 342-1111

Supervisor Signature: John Run Date: 10/13/2017
Signature Authorization Form, must be on file with the University of Oregon Payroll Office.

Example	Fri
Date	15-Dec
Time In	9:30
Time Out	12:30
Hours	3:45
Total	5:75

Earn Code	Hours	Rate	Total Wages
RWS	36.25	10	362.50

Total

Official Use
Enrolled Credits:
Remaining Award:

- * Complete ALL information on time sheet.
- * State Law requires that students take a 1/2 hour lunch break if they work 6 hours or more per day.
- * Overtime and lunch breaks may NOT be charged to the federal grant.
- * Payday is the last working day of the month.