

STUDENT TIMECARD WORKSHEET Note: This worksheet is for your records only. The hours entered on this sheet **MUST** be entered PeopleSoft online payroll system.

STUDENT NAME _____ SS# _____ EMPLOYER CODE _____
 (PLEASE PRINT) LAST FIRST M.

UNIVERSITY OF MAINE @ FARMINGTON

STUDENT EMPLOYEE CARD

PERIOD ENDING DATE ___/___/___

DATE	TIME IN	TIME OUT	HOURS

DATE	TIME IN	TIME OUT	HOURS

FOR OFF CAMPUS EMPLOYER USE ONLY: We certify the above person has worked the number of hours listed and has performed in a satisfactory manner.

 Student Signature Date

 Supervisor Signature Date

Financial Aid Office
 224 Main Street
 Farmington, ME 04938
 (207) 778-7103

WEEK 1 ENDING SAT ___/___/___

WEEK 2 ENDING SAT ___/___/___

TOTAL HOURS _____

TOTAL HOURS _____

TOTAL HOUR FOR PERIOD _____

STUDENT TIMECARD WORKSHEET Note: This worksheet is for your records only. The hours entered on this sheet **MUST** be entered online using the PeopleSoft online payroll system.

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 (PLEASE PRINT) LAST FIRST M.

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