

MANHATTAN COLLEGE

WEEKLY STUDENT TIMESHEET

Student Name: \_\_\_\_\_  
(print)

Student ID Number: 000 \_\_\_\_\_

DEPT/ORG: \_\_\_\_\_  
(Four Digit #)

WEEK ENDING: \_\_\_\_\_

	LUNCH		DINNER		FINAL TIME OUT	TOTAL # HRS.
	TIME IN	TIME OUT	TIME IN	TIME OUT		
SUN.						
MON.						
TUES.						
WED.						
THURS.						
FRI.						
SAT.						

TOTAL HOURS WORKED \_\_\_\_\_

SIGNED \_\_\_\_\_  
DEPT.HEAD OR SUPERVISOR SIGNATURE

\_\_\_\_\_ STUDENT SIGNATURE

All sections of the timesheet must be filed out properly in order to be processed (ie: Name, ID, Dept, Dates, Time and Total Hours and Signatures)

MANHATTAN COLLEGE

WEEKLY STUDENT TIMESHEET

Student Name: \_\_\_\_\_  
(print)

Student ID Number: 000 \_\_\_\_\_

DEPT/ORG: \_\_\_\_\_  
(Four Digit #)

WEEK ENDING: \_\_\_\_\_

	LUNCH		DINNER		FINAL TIME OUT	TOTAL # HRS.
	TIME IN	TIME OUT	TIME IN	TIME OUT		
SUN.						
MON.						
TUES.						
WED.						
THURS.						
FRI.						
SAT.						

TOTAL HOURS WORKED \_\_\_\_\_

SIGNED \_\_\_\_\_  
DEPT.HEAD OR SUPERVISOR SIGNATURE

\_\_\_\_\_ STUDENT SIGNATURE

All sections of the timesheet must be filed out properly in order to be processed (ie: Name, ID, Dept, Dates, Time and Total Hours and Signatures)