

Louisiana State University
Office of Accounting Services
Payroll
204 Thomas Boyd Hall

BIWEEKLY TIMESHEET	AS107
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Employee (Last, First, MI)			
LSU ID		Account #	
Pay Period (2 weeks)	Start		End
Week 1	Week 2		Total

WEEK 1

Day	Date	Time(s)	Hours
Sat			
Sun			
Mon			
Tue			
Wed			
Thu			
Fri			
	Week 1 Hours		

WFFK 2

WEEK	. 2		
Day	Date	Time(s)	Hours
Sat			
Sun			
Mon			
Tue			
Wed			
Thu			
Fri			
		Week 2 Hours	

Time(s) - actual time should be listed. Example - 8:30 am -10:30 am; Hours - should be listed as decimals. Example - 2 ½ hours is 2.5

Student Signature

Date

I certify that this student has performed satisfactory work for the hours represented on this timesheet.

Supervisor Approval

Accounting Information:

If paid from Work Study, Chancellor's Aide, or grant account:

Balance Forward

x Hourly Rate = Total Earned

Balance Forward	
Bi-weekly Allocation	
New Balance	