



EASTERN OREGON UNIVERSITY - Student Employee Time Sheet

STUDENTS: Turn this time sheet in to your supervisor on the 14th or the 12th if the 14th falls on Sat. or Sun. Have you completed payroll papers? Do you have a change of address?

NAME (Please Print): _____ EOU ID# _____

Work Months _____

Eastern Student (System) Other (OHSU, BMCC, etc...) (Non-System)

Table with 5 columns: Earn code, Pos Desc #, Hours, Rate, Index, Payroll Use Only. Contains three rows for data entry.

Time sheet grid with columns: DATE, IN, OUT, TOTAL. Rows for dates 15 through 30. Includes a large EOU logo watermark.

STUDENTS ARE LIMITED TO 29 HOURS PER WEEK! I CERTIFY THAT THE HOURS SHOWN ABOVE ARE CORRECT AND I HAVE BEEN A REGISTERED STUDENT DURING THIS TIME PERIOD.

Employee Signature _____ DATE _____

SUPERVISOR SIGNATURE _____ DATE _____

SUPERVISOR NAME (Please PRINT) _____ Phone # _____