

Trinity College Time Report

Department:

Pay Period:

Employee Name:

Thru:

Employee ID:

Return By:

Title: Student Worker

Run ID:

Rate:

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Code	Total Hours

I hereby certify that this time report correctly reflects all the time worked/leave taken by me for the pay period indicated.

Employee Signature: _____

Supervisor Signature: _____

Time Reporting Code:

NDP - Student - .75 Shift

NSD - Student - .50 Shift

NSH - Student - .25 Shift

NWS - Non Work Study - Summer

RSS - Regular Non Work Study

RWS - Regular Pay for Work Study

WDP - CWS - .75 Shift

WSD - CWS - .50 Shift

WSH - CWS - .25 Shift