

STUDENT WORKER MONTHLY TIMESHEET - Department Name _____

NAME _____

PAY PERIOD _____

Please Print

Month

PAY PERIOD	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	TOTAL HRS
WEEK 1						
WEEK 2						
WEEK 3						
WEEK 4						
WEEK 5						
						Total Hours for the month

Each Student must submit hours through Self Service Banner to supervisor before 12 noon on the 30th of each month.
 Students must also submit approved hours in Banner through the UNA Portal before 3:00pm on the 30th of each month.

Signature of Student _____

Signature of Supervisor _____