



## STUDENT / WORK STUDY / READY TO WORK PROGRAM TIME REPORT

FORMPR99S  
5/1/2014

|  |   |
|--|---|
| <b>Employee Name:</b> Jane Doe<br><b>Employee ID:</b> 0000000000<br><b>Record #:</b> 0 | <b>College Name:</b> Hazard CTC<br><b>Department :</b><br><b>Position #:</b> 22222222 |
|--|---|

| Year: 2014                                 | Month: May | Pay Period: <input checked="" type="radio"/> 1st <input type="radio"/> 2nd | Work Week: Sunday - Saturday |       |       |       |       |       |       |        |        |        |        |        |        |       |
|--|------------|--|------------------------------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|-------|
| <b>Pay Period: 05/01/2014 - 05/15/2014</b> |            | <i>PLEASE REMEMBER TO CALCULATE OVERTIME ACCURATELY</i>                    |                              |       |       |       |       |       |       |        |        |        |        |        |        |       |
| ERNCD                                      | 1 Thu      | 2 Fri  | 3 Sat                        | 4 Sun | 5 Mon | 6 Tue | 7 Wed | 8 Thu | 9 Fri | 10 Sat | 11 Sun | 12 Mon | 13 Tue | 14 Wed | 15 Thu | TOTAL |
| WKS<br><small>Workstudy</small>            |            |  |                              |       |       |       |       |       |       |        |        |        |        |        |        | -     |
| RTW<br><small>Ready to Work</small>        |            |  |                              |       |       |       |       |       |       |        |        |        |        |        |        | -     |
| STU<br><small>Student</small>              | 5.00       | 5.00   |                              |       | 7.50  | 7.50  | 5.00  |       |       |        |        | 7.50   | 7.50   |        | 5.00   | 50.00 |
|  |            |  |                              |       |       |       |       |       |       |        |        |        |        |        |        | -     |
|  |            |  |                              |       |       |       |       |       |       |        |        |        |        |        |        | -     |
| <b>TOTAL</b>                               | 5.00       | 5.00   | -                            | -     | 7.50  | 7.50  | 5.00  | -     | -     | -      | -      | 7.50   | 7.50   | -      | 5.00   | 50.00 |

\*Use the following earnings codes if necessary (refer to listing for additional codes): HOT - 1.5 Overtime OVT - 1.0 Overtime

### Summary Data for Semi-Monthly Pay Period:

| Program | Hours | Pay Rate | Amount | Position # | Account Number |
|---------|-------|----------|--------|------------|----------------|
| WKS     | -     |          |        |            |                |
| RTW     | -     |          |        |            |                |
| STU     | 50.00 |          |        |            |                |

I certify that the hours entered above are the hours worked by me in this pay period.

Employee's Signature: \_\_\_\_\_

I certify that the hours entered above are the hours worked in the pay period by the above named employee.

Supervisor's Signature: \_\_\_\_\_

I certify that the hours entered above are the hours worked in the pay period by the above named employee.

\_\_\_\_\_  
(Title) Signature (If Req.)

I certify that the hours entered above are the hours worked in the pay period by the above named employee.

\_\_\_\_\_  
(Title) Signature (If Req.)