

Due Date: **Tuesday, July 05, 2011**

Paycheck will be issued on: Thursday, July 28, 2011

Name of Employee: _____

Pay Rate: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
06/26/11	Sunday						
06/27/11	Monday						
06/28/11	Tuesday						
06/29/11	Wednesday						
06/30/11	Thursday						
07/01/11	Friday					College Closed	
07/02/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
	Sunday						
	Monday						
	Tuesday						
	Wednesday						
	Thursday						
	Friday						
	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone#: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, July 19, 2011

Paycheck will be issued on: Thursday, August 11, 2011

Name of Employee: _____

Pay Rate: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
07/03/11	Sunday						
07/04/11	Monday					Independence Day	
07/05/11	Tuesday						
07/06/11	Wednesday						
07/07/11	Thursday						
07/08/11	Friday						
07/09/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
07/10/11	Sunday						
07/11/11	Monday						
07/12/11	Tuesday						
07/13/11	Wednesday						
07/14/11	Thursday						
07/15/11	Friday					College Closed	
07/16/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.
If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: **Tuesday, August 02, 2011**

Paycheck will be issued on: Thursday, August 25, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
07/17/11	Sunday						
07/18/11	Monday						
07/19/11	Tuesday						
07/20/11	Wednesday						
07/21/11	Thursday						
07/22/11	Friday					College Closed	
07/23/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
07/24/11	Sunday						
07/25/11	Monday						
07/26/11	Tuesday						
07/27/11	Wednesday						
07/28/11	Thursday						
07/29/11	Friday					College Closed	
07/30/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.
 If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, August 16, 2011

Paycheck will be issued on: Thursday, September 08, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
07/31/11	Sunday						
08/01/11	Monday						
08/02/11	Tuesday						
08/03/11	Wednesday						
08/04/11	Thursday						
08/05/11	Friday					College Closed	
08/06/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
08/07/11	Sunday						
08/08/11	Monday						
08/09/11	Tuesday						
08/10/11	Wednesday						
08/11/11	Thursday						
08/12/11	Friday					College Closed	
08/13/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, August 30, 2011

Paycheck will be issued on: Thursday, September 22, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
08/14/11	Sunday						
08/15/11	Monday						
08/16/11	Tuesday						
08/17/11	Wednesday						
08/18/11	Thursday						
08/19/11	Friday						
08/20/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
08/21/11	Sunday						
08/22/11	Monday						
08/23/11	Tuesday						
08/24/11	Wednesday						
08/25/11	Thursday						
08/26/11	Friday						
08/27/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, September 13, 2011

Paycheck will be issued on: Thursday, October 06, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
08/28/11	Sunday						
08/29/11	Monday						
08/30/11	Tuesday						
08/31/11	Wednesday						
09/01/11	Thursday						
09/02/11	Friday						
09/03/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
09/04/11	Sunday						
09/05/11	Monday					Labor Day	
09/06/11	Tuesday						
09/07/11	Wednesday						
09/08/11	Thursday						
09/09/11	Friday						
09/10/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, September 27, 2011

Paycheck will be issued on: Thursday, October 20, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
09/11/11	Sunday						
09/12/11	Monday						
09/13/11	Tuesday						
09/14/11	Wednesday						
09/15/11	Thursday						
09/16/11	Friday						
09/17/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
09/18/11	Sunday						
09/19/11	Monday						
09/20/11	Tuesday						
09/21/11	Wednesday						
09/22/11	Thursday						
09/23/11	Friday						
09/24/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: **Tuesday, October 11, 2011**

Paycheck will be issued on: Thursday, November 03, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
09/25/11	Sunday						
09/26/11	Monday						
09/27/11	Tuesday						
09/28/11	Wednesday						
09/29/11	Thursday						
09/30/11	Friday						
10/01/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
10/02/11	Sunday						
10/03/11	Monday						
10/04/11	Tuesday						
10/05/11	Wednesday						
10/06/11	Thursday						
10/07/11	Friday						
10/08/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, October 25, 2011

Paycheck will be issued on: Thursday, November 17, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
10/09/11	Sunday						
10/10/11	Monday					Columbus Day	
10/11/11	Tuesday						
10/12/11	Wednesday						
10/13/11	Thursday						
10/14/11	Friday						
10/15/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
10/16/11	Sunday						
10/17/11	Monday						
10/18/11	Tuesday						
10/19/11	Wednesday						
10/20/11	Thursday						
10/21/11	Friday						
10/22/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: **Tuesday, November 08, 2011**

Paycheck will be issued on: Thursday, December 01, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
10/23/11	Sunday						
10/24/11	Monday						
10/25/11	Tuesday						
10/26/11	Wednesday						
10/27/11	Thursday						
10/28/11	Friday						
10/29/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
10/30/11	Sunday						
10/31/11	Monday						
11/01/11	Tuesday						
11/02/11	Wednesday						
11/03/11	Thursday						
11/04/11	Friday						
11/05/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, November 22, 2011

Paycheck will be issued on: Thursday, December 15, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
11/06/11	Sunday						
11/07/11	Monday						
11/08/11	Tuesday						
11/09/11	Wednesday						
11/10/11	Thursday						
11/11/11	Friday						
11/12/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
11/13/11	Sunday						
11/14/11	Monday						
11/15/11	Tuesday						
11/16/11	Wednesday						
11/17/11	Thursday						
11/18/11	Friday						
11/19/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).

Due Date: Tuesday, December 06, 2011

Paycheck will be issued on: Thursday, December 29, 2011

Name of Employee: _____

Social Security Number: _____

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
11/20/11	Sunday						
11/21/11	Monday						
11/22/11	Tuesday						
11/23/11	Wednesday						
11/24/11	Thursday					ThanksGiving Holiday	
11/25/11	Friday					ThanksGiving Day	
11/26/11	Saturday						

Date	Day	Time In AM	Lunch Out	Time In PM	Time Out	Employee Signature	Total Hours Worked
11/27/11	Sunday						
11/28/11	Monday						
11/29/11	Tuesday						
11/30/11	Wednesday						
12/01/11	Thursday						
12/02/11	Friday						
12/03/11	Saturday						
TOTAL BI-WEEKLY HOURS							

Entries verified and approved by: Signature Of Supervisor _____

Print name of Supervisor: _____ Title: _____ Date: _____

Department Telephone: _____

Note: If timesheets are submitted after the due date there will be a delay in your pay. Timesheet will be paid in the following paycheck.

If you should have any questions please contact Ms. Josefina Montero (ext. 6616) or Ms. Maria Camilo (ext.6606).