### Rice University
**College Work-Study Program**

**Student Time Sheet**

* □ Undergraduate Acct #60810
* □ Graduate Acct #60880

**Note to Student** – You must fill out top portion completely

<table>
<thead>
<tr>
<th>* Hrs. Worked 1st Week</th>
<th>* Hrs. Worked 2nd Week</th>
<th>*Total Hrs.</th>
<th>*Complete only if changed from SPAF</th>
</tr>
</thead>
<tbody>
<tr>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
<td>REG. OVT.</td>
<td>RATE/AMT FUND Org ACCT PROG</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Submit original to Payroll Dept – 26th Floor – MHMP - #2650 – Time Sheets are Due On Friday By 12: noon

All asterisk and bold print areas must be filled out completely before timesheet can be paid.

* ____________________________  * ____________________________

**Supervisor**  **Date**  **Payee Signature**  **Date**

---

### Rice University
**College Work-Study Program**

**Student Time Sheet**

* □ Undergraduate Acct #60810
* □ Graduate Acct #60880

**Note to Student** – You must fill out top portion completely

<table>
<thead>
<tr>
<th>* Hrs. Worked 1st Week</th>
<th>* Hrs. Worked 2nd Week</th>
<th>*Total Hrs.</th>
<th>*Complete only if changed from SPAF</th>
</tr>
</thead>
<tbody>
<tr>
<td>S M T W T F S</td>
<td>S M T W T F S</td>
<td>REG. OVT.</td>
<td>RATE/AMT FUND Org ACCT PROG</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Submit original to Payroll Dept – 26th Floor – MHMP - #2650 - Time Sheets are Due On Friday By 12: noon

All asterisk and bold print areas must be filled out completely before timesheet can be paid.

* ____________________________  * ____________________________

**Supervisor**  **Date**  **Payee Signature**  **Date**