### RICE UNIVERSITY
**RICE UNIVERSITY WORK PROGRAM**
**STUDENT TIME SHEET**

* NAME (PRINT) ____________________________

**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>
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<td>REG. OVT.</td>
<td>RATE/AMOUNT FUND Org ACCT Prog</td>
</tr>
</tbody>
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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.

* ____________________________  DATE  *
   **SUPERVISOR**  **PAYEE SIGNATURE**

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