

## Federal Work Study Program Sign-In / Sign-Out Sheet

Name: \_\_\_\_\_

Work Semester \_\_\_\_\_

SS#: \_\_\_\_\_

|         |          |         |          |         |          |         |          |         |          |         |          |         |          |
|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
|         |          |         |          |         |          |         |          |         |          |         |          |         |          |
| Time In | Time Out | Time In | Time Out | Time In | Time Out | Time In | Time Out | Time In | Time Out | Time In | Time Out | Time In | Time Out |
|         |          |         |          |         |          |         |          |         |          |         |          |         |          |
| Total   |          | Total   |          | Total   |          | Total   |          | Total   |          | Total   |          | Total   |          |

| Sunday         |          | Monday         |          | Tuesday        |          | Wednesday      |          | Thursday       |          | Friday         |          | Saturday       |          |
|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|
| Class Schedule |          | Class Schedule |          | Class Schedule |          | Class Schedule |          | Class Schedule |          | Class Schedule |          | Class Schedule |          |
|                |          |                |          |                |          |                |          |                |          |                |          |                |          |
| Time In        | Time Out | Time In        | Time Out | Time In        | Time Out | Time In        | Time Out | Time In        | Time Out | Time In        | Time Out | Time In        | Time Out |
|                |          |                |          |                |          |                |          |                |          |                |          |                |          |
| Total          |          | Total          |          | Total          |          | Total          |          | Total          |          | Total          |          | Total          |          |

**Note: Awards are semester specific. Any unused monies cannot be carried to the next semester. Students are not allowed to work during scheduled class periods.**

Employees Signature: \_\_\_\_\_ Date: \_\_\_\_\_