

**NORTHWEST MISSISSIPPI COMMUNITY COLLEGE
WORKSTUDY TIMESHEET**

**SUPERVISORS: IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT YOUR STUDENT WORKERS, UNDER NO CIRCUMSTANCES,
WORK WHILE SCHEDULED TO BE IN CLASS. IT IS ALSO YOUR RESPONSIBILITY TO FILL IN THE TIME SHEETS DAILY, NOT THE STUDENTS.

LAST NAME FIRST MIDDLE INITIAL DEPARTMENT STUDENT ID NUMBER

SATISFACTORY _____ UNSATISFACTORY _____ REASON _____

| DAY | DATE | START | LEAVE | RETURN | LEAVE | RETURN | LEAVE | HRS WORKED |
|-----------|------|-------|-------|--------|-------|--------|-------|------------|
| SATURDAY | | | | | | | | |
| SUNDAY | | | | | | | | |
| MONDAY | | | | | | | | |
| TUESDAY | | | | | | | | |
| WEDNESDAY | | | | | | | | |
| THURSDAY | | | | | | | | |
| FRIDAY | | | | | | | | |
| | | | | | | | | |
| SATURDAY | | | | | | | | |
| SUNDAY | | | | | | | | |
| MONDAY | | | | | | | | |
| TUESDAY | | | | | | | | |
| WEDNESDAY | | | | | | | | |
| THURSDAY | | | | | | | | |
| FRIDAY | | | | | | | | |
| | | | | | | | | |
| SATURDAY | | | | | | | | |
| SUNDAY | | | | | | | | |
| MONDAY | | | | | | | | |
| TUESDAY | | | | | | | | |
| WEDNESDAY | | | | | | | | |
| THURSDAY | | | | | | | | |
| FRIDAY | | | | | | | | |
| | | | | | | | | |
| SATURDAY | | | | | | | | |
| SUNDAY | | | | | | | | |
| MONDAY | | | | | | | | |
| TUESDAY | | | | | | | | |
| WEDNESDAY | | | | | | | | |
| THURSDAY | | | | | | | | |
| FRIDAY | | | | | | | | |
| | | | | | | | | |

Student Signature

Supervisor Signature

TO BE COMPLETED BY THE FINANCIAL AID OFFICE ONLY

TOTAL HOURS & MINUTES WORKED THIS PAY PERIOD: _____

RATE PER HOUR: _____ **\$7.25** _____

TOTAL : _____

SIGNATURE OF FINANCIAL AID OFFICER

CHECK ONE: **FEDERAL** **NORTHWEST**