

HUNTER COLLEGE ADMINISTRATIVE ADJUNCT TIME SHEET

NAME _____

(Please Print)

LAST

FIRST

SSN: _____

DEPARTMENT: _____

PERIOD WKD _____

This Time Sheet is to be used for ADJUNCTS who are paid at 60% Rate

DAY	MONTH	DAY	IN	OUT	TOTAL HRS
WEEK ONE					
THURS					
FRI					
MON					
TUES					
WED					
WK#1 TOT					

WEEK TWO					
THURS					
FRI					
MON					
TUES					
WED					
WK#2 TOT					

TOT HRS.					
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_____ EMPLOYEE'S SIGNATURE	_____ AUTHORIZED SIGNATURE
FOR OFFICE USE ONLY:	