



# Hourly Timesheet Department of Sociology

University of Washington  
202 Savery Hall, Box 353340

Name \_\_\_\_\_ Month/Year \_\_\_\_\_

Hourly Rate \_\_\_\_\_ Budget \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**STUDENT EMPLOYEES ARE LIMITED TO A MAXIMUM OF 19.5 HOURS PER WEEK WHEN CLASSES ARE IN SESSION (except summer).**

Date	# of Hours Worked
1 <sup>st</sup>	_____
2 <sup>nd</sup>	_____
3 <sup>rd</sup>	_____
4 <sup>th</sup>	_____
5 <sup>th</sup>	_____
6 <sup>th</sup>	_____
7 <sup>th</sup>	_____
8 <sup>th</sup>	_____
9 <sup>th</sup>	_____
10 <sup>th</sup>	_____
11 <sup>th</sup>	_____
12 <sup>th</sup>	_____
13 <sup>th</sup>	_____
14 <sup>th</sup>	_____
15 <sup>th</sup>	_____
_____ Total	

You will be paid on the 25<sup>th</sup> of each month for hours worked through the 15<sup>th</sup> of that month (provided timesheets are submitted in time for payroll processing)

Date	# of Hours Worked
16 <sup>th</sup>	_____
17 <sup>th</sup>	_____
18 <sup>th</sup>	_____
19 <sup>th</sup>	_____
20 <sup>th</sup>	_____
21 <sup>st</sup>	_____
22 <sup>nd</sup>	_____
23 <sup>rd</sup>	_____
24 <sup>th</sup>	_____
25 <sup>th</sup>	_____
26 <sup>th</sup>	_____
27 <sup>th</sup>	_____
28 <sup>th</sup>	_____
29 <sup>th</sup>	_____
30 <sup>th</sup>	_____
31 <sup>st</sup>	_____
_____ Total	

You will be paid on the 10<sup>th</sup> of each month for hours worked from the 16<sup>th</sup> through the end of the previous month (provided timesheets are submitted in time for payroll processing)