North GA College & State Univ

Biweekly Timesheet

Name:		Employee ID:		Tax Treaty Country:
Department:		Pay Group: B08	Record #: 0	
Pay End Date: 9/4/2009	Department ID:	Mail Drop:		
Position Number:		Position Pool:		

Week 1 Begin Date: 8/22/2009 **(Enter hours worked per day rounded to the nearest tenth.)**

Earning Code	Account Code (If Different)	Sat 8/22/09	Sun 8/23/09	Mon 8/24/09	Tue 8/25/09	Wed 8/26/09	Thu 8/27/09	Fri 8/28/09	Totals
REG									
TOTAL									

Week 2 Begin Date: 8/29/2009 **(Enter hours worked per day rounded to the nearest tenth.)**

Earning Code	Account Code (If Different)	Sat 8/29/09	Sun 8/30/09	Mon 8/31/09	Tue 9/1/09	Wed 9/2/09	Thu 9/3/09	Fri 9/4/09	Totals
REG									
TOTAL									
EXP						Total Hours For Pay Period:			

Extra Pay **Account Number** **Amount**

Valid Earning Codes

REG – Regular*

The above information is a true statement of hours worked in the pay period indicated.

Employee Signature Date Authorized Signature Date

*REG = Regular. Includes all hours actually worked per day. The system will determine overtime and uncompensated hours.