

**Dept of Geology/Geophysics
Time & Attendance Card**

Pay Period Ending _____

Lab /Project Name _____

Name: _____

UNID# _____

Date		In	Out	In	Out	Total Hours - Daily
	SAT					
	SUN					
	MON					
	TUE					
	WED					
	THUR					
	FRI					

TOTAL HOURS WORKED FIRST WEEK _____

Date		In	Out	In	Out	Total Hours - Daily
	SAT					
	SUN					
	MON					
	TUE					
	WED					
	THUR					
	FRI					

TOTAL HOURS WORKED SECOND WEEK _____

Date		In	Out	In	Out	Total Hours - Daily
	SAT					
	SUN					
	MON					
	TUE					
	WED					
	THUR					
	FRI					

TOTAL HOURS WORKED SECOND WEEK _____

SIGNATURE

DATE

PI/Prof Approved