



43-500 Monterey Ave., Palm Desert CA, 92260

STUDENT WORKER PAYROLL RECORD

NOT TO BE USED FOR FWS/ALUMNI

NAME: _____
(LAST NAME, FIRST NAME)

GALAXY ID NUMBER: _____

DEPARTMENT: _____

PAYROLL NUMBER: **10B**

SUPERVISOR: _____

PAY PERIOD: **3/18/20 - 4/17/20**

DATE	DAY	REG	SICK	REMARKS
3/18/2020	WED			
3/19/2020	THU			
3/20/2020	FRI			
3/21/2020	SAT			
3/22/2020	SUN			
3/23/2020	MON			
3/24/2020	TUE			
3/25/2020	WED			
3/26/2020	THU			
3/27/2020	FRI			
3/28/2020	SAT			
3/29/2020	SUN			
3/30/2020	MON			
3/31/2020	TUE			
4/1/2020	WED			
4/2/2020	THU			
4/3/2020	FRI			
4/4/2020	SAT			
4/5/2020	SUN			
4/6/2020	MON			
4/7/2020	TUE			
4/8/2020	WED			
4/9/2020	THU			Cesar Chavez Day
4/10/2020	FRI			Spring Holiday
4/11/2020	SAT			
4/12/2020	SUN			
4/13/2020	MON			
4/14/2020	TUE			
4/15/2020	WED			
4/16/2020	THU			
4/17/2020	FRI			
TOTAL				

Timesheets must be received in the Payroll Department **no later than the **20th** of each month. Unfortunately, due to county deadlines and restrictions, any timesheets received after that are not guaranteed to be included in that payroll cycle.

FOR PAYROLL USE ONLY		
FL _____	Rate \$ _____	
ADJ. CODE	HRS	AMOUNT

I hereby certify that the above is a true and accurate report of my service for the period indicated.

 Signature of Employee Date

 Authorized by Immediate Supervisor Date