# Campus Timesheet

**California State University Northridge**

**Campus Timesheet**

**Note:** This form is required for each and every Student and Hourly Employee.

**Section 1 Employee Information**

- **Emp Name**
- **CSUN ID**

**Section 2 Employer Information**

- **Dept Name:** Electrical and Computer Engineering
- **Dept ID:**
- **Job Code:**

**Section 3 Time Record**

- **Payroll Period:**
- **Report only hours worked during:**
  - 1-6
  - 7-12
  - 13-18
  - 19-24
  - 25-30
  - 31-36
  - 37-42
  - 43-48
  - 49-54
  - 55-60

- **Report fractions of hours as:**
  - 43-48
  - 49-54
  - 55-60

**Job Code Legend:**

- 1870 Student Assistant
- 1871 W/S On Campus
- 1872 W/S Off Campus
- 1800 Casual Worker

- Please see your supervisor for other job codes.

<table>
<thead>
<tr>
<th>MM</th>
<th>DD</th>
<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
<th>Weekly Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>HOURS</td>
<td>HOURS</td>
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</tr>
</tbody>
</table>

**Employee Signature**

**Date**

**Supervisor Signature**

**Date**

**Total Hours:**

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PA-100 (CSUN Automated) 01/02