

FT Support Staff
 PT Support Staff
 PT Student Employee

Centenary College

Name	Last 4 of SS#	From: _____	To: _____
Position/Job		Due: _____	Paid: _____

Day	Regular Hours	Additional Hours	Vacation Hours	Sick Hours	Holiday Hours	Other	Total
Monday Date:							
Tuesday Date:							
Wednesday Date:							
Thursday Date:							
Friday Date:							
Saturday Date:							
Sunday Date:							
Week One Total							

Monday Date:							
Tuesday Date:							
Wednesday Date:							
Thursday Date:							
Friday Date:							
Saturday Date:							
Sunday Date:							
Week Two Total							

Pay Period Total							
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I hereby certify that the above is a true statement of the hours for which I have worked.

Employee Signature

Date

Supervisor Signature

Date

Supervisor Approval for OT or Additional Hours

Date

**CENTENARY COLLEGE OF LOUISIANA
BI-WEEKLY PAYROLL**

INCLUDES:
FULL TIME & PART TIME SUPPORT STAFF
STUDENT EMPLOYEES AND AMBASSADORS

2015-2016 SCHEDULE

PAY PERIOD BEGIN DATE	PAY PERIOD END DATE	TIME SHEET DUE DATE	PAY DATE
8/24/2015	9/6/2015	9/7/2015	9/11/2015
9/7/2015	9/20/2015	9/21/2015	9/25/2015
9/21/2015	10/4/2015	10/5/2015	10/9/2015
10/5/2015	10/18/2015	10/19/2015	10/23/2015
10/19/2015	11/1/2015	11/2/2015	11/6/2015
11/2/2015	11/15/2015	11/16/2015	11/20/2015
11/16/2015	11/29/2015	11/30/2015	12/4/2015
11/30/2015	12/13/2015	12/14/2015	12/18/2015
12/14/2015	12/27/2015	12/23/2015	12/31/2015
12/28/2015	1/10/2016	1/11/2016	1/15/2016
1/11/2016	1/24/2016	1/25/2016	1/29/2016
1/25/2016	2/7/2016	2/8/2016	2/12/2016
2/8/2016	2/21/2016	2/22/2016	2/26/2016
2/22/2016	3/6/2016	3/7/2016	3/11/2016
3/7/2016	3/20/2016	3/21/2016	3/25/2016
3/21/2016	4/3/2016	4/4/2016	4/8/2016
4/4/2016	4/17/2016	4/18/2016	4/22/2016
4/18/2016	5/1/2016	5/2/2016	5/6/2016
5/2/2016	5/15/2016	5/16/2016	5/20/2016
5/16/2016	5/29/2016	5/31/2016	6/3/2016
5/30/2016	6/12/2016	6/13/2016	6/17/2016
6/13/2016	6/26/2016	6/27/2016	7/1/2016
6/27/2016	7/10/2016	7/11/2016	7/15/2016
7/11/2016	7/24/2016	7/25/2016	7/29/2016
7/25/2016	8/7/2016	8/8/2016	8/12/2016
8/8/2016	8/21/2016	8/22/2016	8/26/2016
8/22/2016	9/4/2016	9/6/2016	9/9/2016
9/5/2016	9/18/2016	9/19/2016	9/23/2016
9/19/2016	10/2/2016	10/3/2016	10/7/2016
10/3/2016	10/16/2016	10/17/2016	10/21/2016
10/17/2016	10/30/2016	10/31/2016	11/4/2016
10/31/2016	11/13/2016	11/14/2016	11/18/2016
11/14/2016	11/27/2016	11/28/2016	12/2/2016
11/28/2016	12/11/2016	12/12/2016	12/16/2016
12/12/2016	12/25/2016	12/22/2016	12/30/2016