

Chaffey College Career Services

Timesheet

Complete and submit end of semester project. Project your hours through the end of the semester.

Name: _____ Su F S _____
(circle) Year

Company _____ Supervisor _____

Paid Hours

1 unit= 75 hours
 2 units=150 hours
 3 units=225 hours
 4 units=300 hours

Unpaid Hours

1 unit= 60 hours
 2 units= 120 hours
 3 units=180 hours
 4 units=240 hours

Month _____		Month _____		Month _____		Month _____	
Day of	Hrs.	Day of	Hrs.	Day of	Hrs.	Day of	Hrs.
Month	Worked	Month	Worked	Month	Worked	Month	Worked
1	_____	9	_____	17	_____	25	_____
2	_____	10	_____	18	_____	26	_____
3	_____	11	_____	19	_____	27	_____
4	_____	12	_____	20	_____	28	_____
5	_____	13	_____	21	_____	29	_____
6	_____	14	_____	22	_____	30	_____
7	_____	15	_____	23	_____	31	_____
8	_____	16	_____	24	_____		_____
TOTAL HOURS WORKED							

Month _____		Month _____		Month _____		Month _____	
Day of	Hrs.	Day of	Hrs.	Day of	Hrs.	Day of	Hrs.
Month	Worked	Month	Worked	Month	Worked	Month	Worked
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7	_____	15	_____	23	_____	31	_____
8	_____	16	_____	24	_____		_____
TOTAL HOURS WORKED							

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7	_____	15	_____	23	_____	31	_____
8	_____	16	_____	24	_____		_____
TOTAL HOURS WORKED							

Student Signature _____
Supervisor Signature _____

Date _____
Date _____