|  |  |  |  |
| --- | --- | --- | --- |
| Month: |  | Year: |  |

Please fill in the number of hours worked for each day in the calendar below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
| 26) | 27) | 28) | 29) | 30) | 31) |
| 1) | 2) | 3) | 4) | 5) | 6) |
| 7) | 8) | 9) | 10) | 11) | 12) |
| 13) | 14) | 15) | 16) | 17) | 18) |
| 19) | 20) | 21) | 22) | 23) | 24) |
| 25) |  |  |  |  |  |

|  |  |
| --- | --- |
| Total Hours: |  |

|  |  |
| --- | --- |
| Submitter: |  |

|  |  |
| --- | --- |
| Assignment(s):  (Courses & Primary Instructor) |  |

Time sheets are due on the 25th of the month and are to be returned to the Office of Instruction.