



TIMESHEET**May 2008 – October 2008****SCHEDULE**

PLEASE NOTE ALL TIMESHEETS ARE DUE THURSDAY BY NOON!

Please make a note of the following due dates for the **College Work-Study Program (CWSP)** timesheets. Timesheets must be submitted by noon to **Enrollment Center Front Counter**, Victor Hall, attention Financial Aid. Timesheets must be in a sealed envelope with the departmental supervisor's signature on the back

Timesheets are not to be placed in Inter-Campus Mail

Reminder: *All timesheets must be completed and signed with black or blue ink by department supervisor.*

Pay Period Dates	Timesheets Due By 12:00 noon	Checks Available
April 19 – May 2	May 1 2008	May 9, 2008
May 3 – May 16	May 15, 2008	May 23, 2008
May 17 – May 30	May 29, 2008	June 6, 2008
May 31 – June 13	June 12, 2008	June 20, 2008
June 14- June 27	June 25, 2008 (Wed)*	July 3, 2008 (Thursday)*
June 28 – July 11	July 10, 2008	July 18, 2008
July 12 – July 25	July 24, 2008	August 1, 2008
July 26 – Aug 8	Aug 7, 2008	August 15, 2008
Aug 9 – Aug 22	Aug 21, 2008	August 29, 2008
Aug 23 – Sept 5	Sept 4, 2008	September 12, 2008
Sept 6 – Sept 19	Sept 18, 2008	September 26, 2008
Sept 20 – Oct 3	Oct 2, 2008	October 10, 2008
Oct 4 – Oct 17	Oct 16, 2008	October 24, 2008
Oct 18 – Oct 31	Oct 30, 2008	November 7, 2008

Holidays: Friday, July 4, 2008 - Independence Day
Monday, September 1, 2008 – Labor Day

University Closed:
Monday, May 26, 2008 – Memorial Day
Friday, July 4, 2008 - Independence Day
Monday, September 1, 2008 – Labor Day

Please note:

***Due to the holiday on Friday, July 4, timesheets must be submitted by Wednesday, June 26, 2008.**