HOURLY PAYROLL REPORTING FORM

University of North Dakota - Payroll Office - 312 Twamley Hall - 264 Centennial Drive Stop 7127, Grand Forks, ND 58202-7127

EMPL ID	LAST NAME	FIRST NAME	M.I.	POS #

DEPT #	DEPARTMENT NAME	PERIOD BEGINNING	PERIOD ENDING
2245	Space Studies		

First Week

Day	Date	In	Out	In	Out	Hours
Sun	Pre.Per					
Mon	Pre.Per					
Tue	Pre.Per					
Wed	Pre.Per					
Thu	Pre.Per					
Fri	Pre.Per					
Sat	1/0/00					
						0.00

Week Totals

Combo Code	Ern Cd	Hours
		0.00

Second Week

Day	Date	In	Out	In	Out	Hours
Sun	Per. End					
Mon	Per. End					
Tue	Per. End					
Wed	Per. End					
Thu	Per. End					
Fri	Per. End					
Sat	Per. End					
						0.00

Week Totals

Combo Code	Ern Cd	Hours
		0.00

Third Week

Day	Date	In	Out	In	Out	Hours
Sun	Per. End					
Mon	Per. End					
Tue	Per. End					
Wed	Per. End					
Thu	Per. End					
Fri	Per. End					
Sat	Per. End					
						0.00

Week Totals

Combo Code	Ern Cd	Hours
		0.00

Fourth Week

Day	Date	In	Out	In	Out	Hours
Sun	Per. End					
Mon	Per. End					
						0.00

Week Totals

Combo Code	Ern Cd	Hours
		0.00

Total Pay Period Hours Worked 0.00

<-----These Totals must Equal------> 0.00

Earnings Code (Ern Cd) List (Partial) - See Earnings Code list on Web for Complete List

H01 Regular Pay	H30 Sick Leave	H34 Holiday	H37 Jury Duty	
H03 Overtime	H31 Dep Sick	H35 Funeral	H33 Comp Time Taken	
H14 Workstudy	H32 Annual Leave	H36 Military Lv-Pd	H53 Comp Time Earned	

Dept Contact Person Bev Fetter Phone: 777-3197

I certify that this is a true statement of hours worked for the University of North Dakota and leave taken during the payroll period listed.

Employee Signature Date

Supervisor Signature Date

Form with Formulas-Revised 4/25/2014