

Salary TA/RA/GSA Hours Tracking Form

Name _____

Term _____

Week: Enter Dates Below	Hours worked	Total Hours to Date	Supervisor Signature & Date
Before Semester			
Week 1			
Week 2			
Week 3			
Week 4			
Week 5			
Week 6			
Week 7			
Week 8			
Week 9			
Week 10			
Week 11			
Week 12			
Week 13			
Week 14			
Week 15			
Week 16			
Week 17			
Week 18			
Week 19			
Week 20			
Week 21			

NOTE: Unless arranged with the supervisor in advance, students must work their appointed number of hours each week throughout the entirety of the academic term (fall/spring/summer)