

HARRIS-STOWE STATE UNIVERSITY
STUDENT WORKER PROGRAM

December 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12 <u>TIME SHEET DUE!</u>	13	14	15	16	17
18	19	20	21	22	23	24
25 Christmas	26	27	28	29	30	31

Important Information:

[Payroll Period 8](#): 12/1 – 12/10/2016

[Time sheet](#) due by 5 PM on Monday, December 12, 2016—submit to Financial Aid Office, HGA #004, with your [Course & Fee Statement](#) stapled to the back.

!! Please Note:

- No late time sheets for *any pay period* will be accepted after 12/12/2016.
- Hours for students not authorized to work during the week of finals *will not* be processed.
- Your eligibility to participate during the 2017 Spring semester is based on your final grades for the 2016 Fall semester. You will receive communication after final grades have been processed regarding your Spring 2017 status.
- ***No student workers are authorized to work after 12/10/2016.***