

McDOWELL TECHNICAL COMMUNITY COLLEGE
54 COLLEGE DRIVE
MARION NC 28752

TIME SHEET

INSTRUCTOR/EMPLOYEE NAME _____

MONTH/YEAR:

WEEK	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total Hrs
1								
2								
3								
4								
5								
6								
Total Hrs. for Month								

MONTH/YEAR:

WEEK	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total Hrs
1								
2								
3								
4								
5								
6								
Total Hrs. for Month								

Instructor/Employee Signature

Dean of Curriculum

Associate VP of Workforce Development/Continuing Education

Vice President for Finance & Administration

Coordinator

FOR OFFICE USE ONLY
CODE: _____
RATE OF PAY: _____
CONTRACTUAL AGREEMENT/PAYROLL
Pay from: CU or CE