BROOKLYN COLLEGE

ADMINISTRATIVE CIVIL SERVICE TIME SHEET

MONTH/YEAR	CUNYfirst Empl ID		
NAME	DEPARTMENT		

DATE	TIME IN	SIGNATURE	TIME OUT	SIGNATURE	REMARKS
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					

Department Chairperson/Area Head Print

Department Chairperson/Area Head Signature