

Student Employee Schedule

Student Name: _____

Semester: _____

Directions: Use this form to plan work schedules around class schedules. Allow a minimum of 15 minutes to get to/from classes. Student staff must have a meal break if working more than 5 hours. Students can never work during scheduled classes, may not work more than 20 hours during academic terms, and may never work overtime.

	Mon	Tue	Wed	Thu	Fri	Sat
7:30 a.m.						
7:45 a.m.						
8:00 a.m.						
8:15 a.m.						
8:30 a.m.						
8:45 a.m.						
9:00 a.m.						
9:15 a.m.						
9:30 a.m.						
9:45 a.m.						
10:00 a.m.						
10:15 a.m.						
10:30 a.m.						
10:45 a.m.						
11:00 a.m.						
11:15 a.m.						
11:30 a.m.						
11:45 a.m.						
12:00 noon.						
12:15 p.m.						
12:30 p.m.						
12:45 p.m.						
1:00 p.m.						
1:15 p.m.						
1:30 p.m.						
1:45 p.m.						
2:00 p.m.						
2:15 p.m.						
2:30 p.m.						
2:45 p.m.						
3:00 p.m.						
3:15 p.m.						
3:30 p.m.						
3:45 p.m.						
4:00 p.m.						
4:15 p.m.						
4:30 p.m.						
4:45 p.m.						
5:00 p.m.						
5:15 p.m.						
5:30 p.m.						
5:45 p.m.						
6:00 p.m.						