



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Junrey G. Goles
Department: DLABS

For the Month of: November
Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1													8
2	8:00	12:00					1:00	5:00					8
3	8:00	12:00					1:00	5:00					7.5
4	8:30	12:00					1:00	5:00					8
5	8:00	12:00					1:00	5:00					
6	SAT												
7	SUN												
8	HOLIDAY												7.5
9	9:00	12:00					1:00	5:30					8
10	8:00	12:00					1:00	5:00					8
11	8:00	12:00					1:00	5:00					8
12	8:00	12:00					1:00	5:30					
13	SAT												
14	SUN												
15	9:00	12:00					1:00	5:30					7.5
16	9:00	12:00					1:00	5:30					7.5
17	8:00	12:00					1:00	5:30					8.5
18	8:00	12:00					1:00	5:30					8.5
19	8:00	12:00					1:00	5:30					8.5
20	SAT												
21	SUN												
22	8:00	12:00					1:00	5:00					8
23	10:00	12:00					1:00	5:30					6.5
24	8:00	12:00					1:00	5:00					8
25	9:00	12:00					1:00	5:30					7.5
26	8:00	12:00					1:00	5:00					8
27	SAT												
28	SUN												
29	8:00	12:00					1:00	5:00					8
30	HOLIDAY												
31													

GRAND TOTAL 150 hrs

I HEREBY CERTIFY on my honor that the above record is a true and correct report on the hours of work performed made daily at the time of arrival(s) and departure(s).

Signature of Part-time Instructor

Printed Name and Signature of Dept. Head