*EXAMPLE Timecard:*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Week of:** | **Hours for Magellan Guarantee** | | | | | | | | **Hours this week in *ALL other* USC paid positions** | **TOTAL**  **all positions** |
| **Sunday** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **SUBTotal** |
| *MM/DD/YEAR* |  | *2.0* | *1.5* | *3.0* |  | *3.0* |  | *9.5* | *10* | *19.5* |

*Cut here*



Attn: Ms. Geneva Currie

Fax: 803-777-7380

Email: gcurrie@mailbox.sc.edu

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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|  |  |  |  |  |  |  |  |  |  |  |

**I certify that this time sheet is accurate and truthful.**

Student Name (print/type) & signature:

Supervisor Name (print/type) & signature:

**\*NOTE:** if submitting by email, the mentor is requested to forward this timecard with a statement of approval to Ms. Currie at [GCURRIE@mailbox.sc.edu](mailto:GCURRIE@mailbox.sc.edu), in lieu of signatures.

*Cut here*



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