CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

**SUBSTITUTE FACULTY VOUCHER**

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 EMPLOYEE ID FIRST NAME M.I. LAST NAME

|  |  |  |
| --- | --- | --- |
| Address:  | Salary Type |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Lecture Rate |   |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Chartfield#  | Lab Rate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |  | Lab Rate: |  |

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| Position# |  |  | Pay Period |  |

SUBSTITUTE FOR

|  |  |
| --- | --- |
| LECTURES | LABORATORIES |
| D | NO. HOURS WORKED | D | NO. HOURS WORKED | D | NO. HOURS WORKED | D | NO. HOURS WORKED |
| ATE | WHOLEHOURS | 10ths | ATE | WHOLEHOURS | 10ths | ATE | WHOLEHOURS | 10ths | ATE | WHOLEHOURS | 10ths |
|  1 |  |  | 16 |  |  |  1 |  |  | 16 |  |  |
|  2 |  |  | 17 |  |  |  2 |  |  | 17 |  |  |
|  3 |  |  | 18 |  |  |  3 |  |  | 18 |  |  |
|  4 |  |  | 19 |  |  |  4 |  |  | 19 |  |  |
|  5 |  |  | 20 |  |  |  5 |  |  | 20 |  |  |
|  6 |  |  | 21 |  |  |  6 |  |  | 21 |  |  |
|  7 |  |  | 22 |  |  |  7 |  |  | 22 |  |  |
|  8 |  |  | 23 |  |  |  8 |  |  | 23 |  |  |
|  9 |  |  | 24 |  |  |  9 |  |  | 24 |  |  |
| 10 |  |  | 25 |  |  | 10 |  |  | 25 |  |  |
| 11 |  |  | 26 |  |  | 11 |  |  | 26 |  |  |
| 12 |  |  | 27 |  |  | 12 |  |  | 27 |  |  |
| 13 |  |  | 28 |  |  | 13 |  |  | 28 |  |  |
| 14 |  |  | 29 |  |  | 14 |  |  | 29 |  |  |
| 15 |  |  | 30 |  |  | 15 |  |  | 30 |  |  |
|  |  |  | 31 |  |  |  |  |  | 31 |  |  |
|  |  |  | 1 |  |  |  |  |  | 1 |  |  |
|  |  |  |  |  |  |  |  | TotalHours |  |  |

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 Signature of Employee Signature of Supervisor

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 Signature of Dean Academic Affairs Approval

Distribution: Dean, Department, Faculty Affairs, Payroll FA 5/9/2012