



University  
of Windsor

## SEMI-MONTHLY TIME CARD

(Payable on 15<sup>th</sup> or Last Day of the Month)

Name:	Department and Program/Project:							
Employee #:	Approval:							
Week Covering:	MON	TUES	WED	THURS	FRI	SAT	SUN	TOTAL
DATE (mm/dd) →								
HOURS →								

**Submit Form To:** Payroll Department payroll@uwindsor.ca. Any inquiries should be directed to this department at (519) 253-3000 ext. 2138