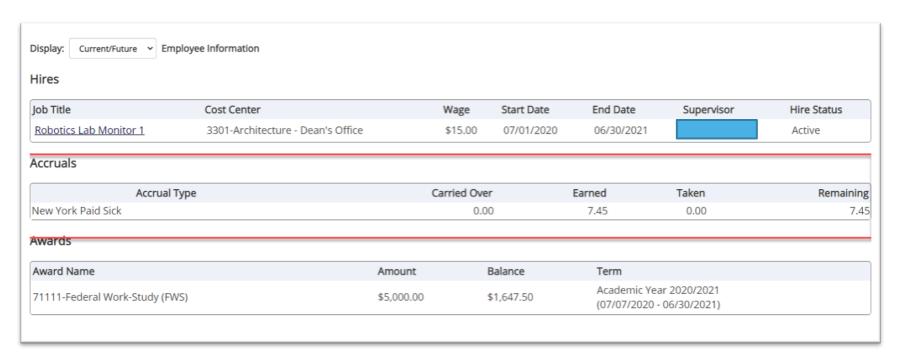


Sick Time Tracking Student View



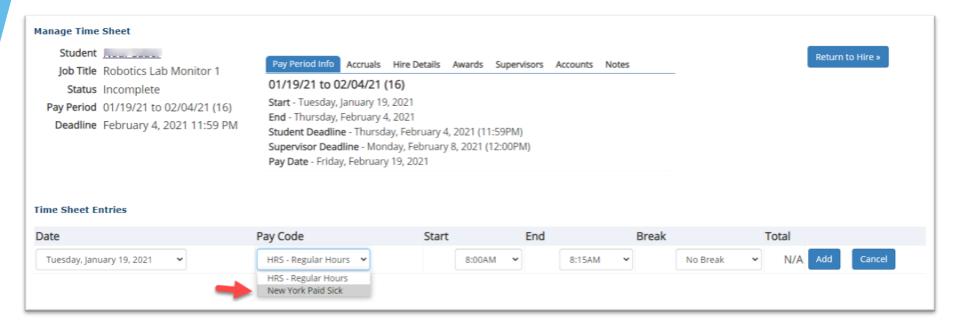
- Sick time is accrued at the end of the pay period at a rate of 1 hour per 30 hours worked.
- Students can view their accrual information, including Carry Over, Earned, Taken and Remaining Balance, on the 'My Timesheets' page.







> Students will have the option to enter Regular or NY Paid Sick time.







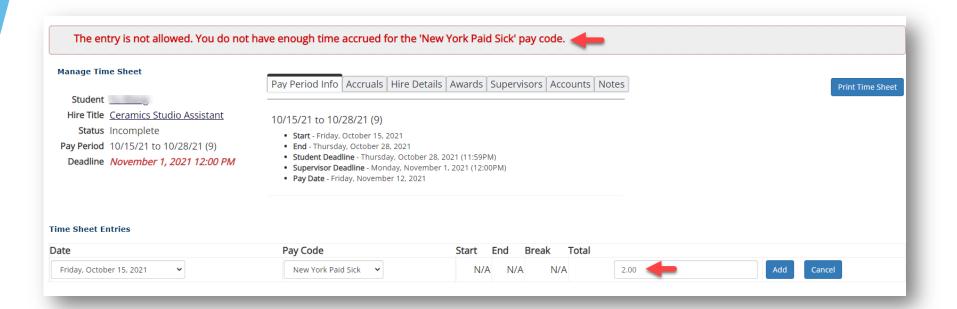
When they select New York Paid Sick as the Pay code, they will only enter a number indicating the amount of sick time they are taking.

lanage Time Sheet	
Student Job Title Robotics Lab Monitor 1 Status Incomplete Pay Period 01/19/21 to 02/04/21 (16) Deadline February 4, 2021 11:59 PM	Pay Period Info Accruals Hire Details Awards Supervisors Accounts Notes 01/19/21 to 02/04/21 (16) Start - Tuesday, January 19, 2021 End - Thursday, February 4, 2021 Student Deadline - Thursday, February 4, 2021 (11:59PM) Supervisor Deadline - Monday, February 8, 2021 (12:00PM) Pay Date - Friday, February 19, 2021
ime Sheet Entries	
Date Tuesday, January 19, 2021 ✓	Pay Code Start End Break Total New York Paid Sick N/A N/A N/A Add Cancel





The system will not allow the student to enter more sick time than they have accrued, otherwise, the following message will be displayed.







The system will prevent the student from making entries that are not in quarter hour increments (e.g., 1.00, 1.25, 1.50, 175, etc.), otherwise, the following message will be displayed.

Student Hire Title Ceramics Studio Assistant Status Incomplete Pay Period 10/15/21 to 10/28/21 (9) Deadline November 1, 2021 12:00 PM	Pay Period Info Accruals Hire Details Awards Supervisors Accounts Notes 10/15/21 to 10/28/21 (9) • Start - Friday, October 15, 2021 • End - Thursday, October 28, 2021 • Student Deadline - Thursday, October 28, 2021 (11:59PM) • Supervisor Deadline - Monday, November 1, 2021 (12:00PM) • Pay Date - Friday, November 12, 2021		Print Time Sheet
ime Sheet Entries	Pay Code	Start End Break Total	



