

# LANGUAGE CONSULTANT TIME CARD

Academic Year \_\_\_\_\_

UCLA Graduate Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Please use a separate Time Card for each Language Consultant\**

Language Consultant Name: \_\_\_\_\_ Total Hours allotted: \_\_\_\_\_

<u>DATE</u>	<u>HOURS WORKED</u>	<u>DATE</u>	<u>HOURS WORKED</u>
<b><u>Total Hours Worked:</u></b>			

*\*Please be sure that if your Language Consultant has been HIRED, that they are properly filling out TimeSheets in order to be paid.\**

*\*Once hours are complete, you must submit Time Card to Jael Cosico, Academic Personnel Officer.\**