



TRS Retiree Timesheet September 2021

THIS SIGNED TIMESHEET IS DUE BY October 1, 2021

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

September 2021 One-Half Time or Less = 88 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Wednesday	1			
Thursday	2			
Friday	3			
Saturday	4			
Sunday	5			
Monday	6			
Tuesday	7			
Wednesday	8			
Thursday	9			
Friday	10			
Saturday	11			
Sunday	12			
Monday	13			
Tuesday	14			
Wednesday	15			
Thursday	16			
Friday	17			
Saturday	18			
Sunday	19			
Monday	20			
Tuesday	21			
Wednesday	22			
Thursday	23			
Friday	24			
Saturday	25			
Sunday	26			
Monday	27			
Tuesday	28			
Wednesday	29			
Thursday	30			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet October 2021

THIS SIGNED TIMESHEET IS DUE BY November 1, 2021

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

October 2021 One-Half Time or Less = 84 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Friday	1			
Saturday	2			
Sunday	3			
Monday	4			
Tuesday	5			
Wednesday	6			
Thursday	7			
Friday	8			
Saturday	9			
Sunday	10			
Monday	11			
Tuesday	12			
Wednesday	13			
Thursday	14			
Friday	15			
Saturday	16			
Sunday	17			
Monday	18			
Tuesday	19			
Wednesday	20			
Thursday	21			
Friday	22			
Saturday	23			
Sunday	24			
Monday	25			
Tuesday	26			
Wednesday	27			
Thursday	28			
Friday	29			
Saturday	30			
Sunday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet November 2021

THIS SIGNED TIMESHEET IS DUE BY December 1, 2021

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

November 2021 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Monday	1			
Tuesday	2			
Wednesday	3			
Thursday	4			
Friday	5			
Saturday	6			
Sunday	7			
Monday	8			
Tuesday	9			
Wednesday	10			
Thursday	11			
Friday	12			
Saturday	13			
Sunday	14			
Monday	15			
Tuesday	16			
Wednesday	17			
Thursday	18			
Friday	19			
Saturday	20			
Sunday	21			
Monday	22			
Tuesday	23			
Wednesday	24			
Thursday	25			
Friday	26			
Saturday	27			
Sunday	28			
Monday	29			
Tuesday	30			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



**TRS Retiree Timesheet
December 2021**

THIS SIGNED TIMESHEET IS DUE BY January 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

December 2021 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Wednesday	1			
Thursday	2			
Friday	3			
Saturday	4			
Sunday	5			
Monday	6			
Tuesday	7			
Wednesday	8			
Thursday	9			
Friday	10			
Saturday	11			
Sunday	12			
Monday	13			
Tuesday	14			
Wednesday	15			
Thursday	16			
Friday	17			
Saturday	18			
Sunday	19			
Monday	20			
Tuesday	21			
Wednesday	22			
Thursday	23			
Friday	24			
Saturday	25			
Sunday	26			
Monday	27			
Tuesday	28			
Wednesday	29			
Thursday	30			
Friday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet

January 2022

THIS SIGNED TIMESHEET IS DUE BY February 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

January 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Saturday	1			
Sunday	2			
Monday	3			
Tuesday	4			
Wednesday	5			
Thursday	6			
Friday	7			
Saturday	8			
Sunday	9			
Monday	10			
Tuesday	11			
Wednesday	12			
Thursday	13			
Friday	14			
Saturday	15			
Sunday	16			
Monday	17			
Tuesday	18			
Wednesday	19			
Thursday	20			
Friday	21			
Saturday	22			
Sunday	23			
Monday	24			
Tuesday	25			
Wednesday	26			
Thursday	27			
Friday	28			
Saturday	29			
Sunday	30			
Monday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet February 2022

THIS SIGNED TIMESHEET IS DUE BY March 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

February 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Tuesday	1			
Wednesday	2			
Thursday	3			
Friday	4			
Saturday	5			
Sunday	6			
Monday	7			
Tuesday	8			
Wednesday	9			
Thursday	10			
Friday	11			
Saturday	12			
Sunday	13			
Monday	14			
Tuesday	15			
Wednesday	16			
Thursday	17			
Friday	18			
Saturday	19			
Sunday	20			
Monday	21			
Tuesday	22			
Wednesday	23			
Thursday	24			
Friday	25			
Saturday	26			
Sunday	27			
Monday	28			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet March 2022

THIS SIGNED TIMESHEET IS DUE BY April 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

March 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Tuesday	1			
Wednesday	2			
Thursday	3			
Friday	4			
Saturday	5			
Sunday	6			
Monday	7			
Tuesday	8			
Wednesday	9			
Thursday	10			
Friday	11			
Saturday	12			
Sunday	13			
Monday	14			
Tuesday	15			
Wednesday	16			
Thursday	17			
Friday	18			
Saturday	19			
Sunday	20			
Monday	21			
Tuesday	22			
Wednesday	23			
Thursday	24			
Friday	25			
Saturday	26			
Sunday	27			
Monday	28			
Tuesday	29			
Wednesday	30			
Thursday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet

April 2022

THIS SIGNED TIMESHEET IS DUE BY May 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

April 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Friday	1			
Saturday	2			
Sunday	3			
Monday	4			
Tuesday	5			
Wednesday	6			
Thursday	7			
Friday	8			
Saturday	9			
Sunday	10			
Monday	11			
Tuesday	12			
Wednesday	13			
Thursday	14			
Friday	15			
Saturday	16			
Sunday	17			
Monday	18			
Tuesday	19			
Wednesday	20			
Thursday	21			
Friday	22			
Saturday	23			
Sunday	24			
Monday	25			
Tuesday	26			
Wednesday	27			
Thursday	28			
Friday	29			
Saturday	30			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet May 2022

THIS SIGNED TIMESHEET IS DUE BY June 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

May 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Sunday	1			
Monday	2			
Tuesday	3			
Wednesday	4			
Thursday	5			
Friday	6			
Saturday	7			
Sunday	8			
Monday	9			
Tuesday	10			
Wednesday	11			
Thursday	12			
Friday	13			
Saturday	14			
Sunday	15			
Monday	16			
Tuesday	17			
Wednesday	18			
Thursday	19			
Friday	20			
Saturday	21			
Sunday	22			
Monday	23			
Tuesday	24			
Wednesday	25			
Thursday	26			
Friday	27			
Saturday	28			
Sunday	29			
Monday	30			
Tuesday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet
June 2022

THIS SIGNED TIMESHEET IS DUE BY July 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

June 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Wednesday	1			
Thursday	2			
Friday	3			
Saturday	4			
Sunday	5			
Monday	6			
Tuesday	7			
Wednesday	8			
Thursday	9			
Friday	10			
Saturday	11			
Sunday	12			
Monday	13			
Tuesday	14			
Wednesday	15			
Thursday	16			
Friday	17			
Saturday	18			
Sunday	19			
Monday	20			
Tuesday	21			
Wednesday	22			
Thursday	23			
Friday	24			
Saturday	25			
Sunday	26			
Monday	27			
Tuesday	28			
Wednesday	29			
Thursday	30			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet July 2022

THIS SIGNED TIMESHEET IS DUE BY August 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

July 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Friday	1			
Saturday	2			
Sunday	3			
Monday	4			
Tuesday	5			
Wednesday	6			
Thursday	7			
Friday	8			
Saturday	9			
Sunday	10			
Monday	11			
Tuesday	12			
Wednesday	13			
Thursday	14			
Friday	15			
Saturday	16			
Sunday	17			
Monday	18			
Tuesday	19			
Wednesday	20			
Thursday	21			
Friday	22			
Saturday	23			
Sunday	24			
Monday	25			
Tuesday	26			
Wednesday	27			
Thursday	28			
Friday	29			
Saturday	30			
Sunday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____



TRS Retiree Timesheet August 2022

THIS SIGNED TIMESHEET IS DUE BY September 1, 2022

FAX #: 281-998-6329 or Email: payroll@sjcd.edu

ALL TRS WORKING RETIREES MUST COMPLETE THE ENTIRE FORM

Employee Name: _____ Dept: _____ Ext#: _____

Have you worked for another TRS entity this calendar month? Yes _____ No _____

Please log ALL hours worked this calendar month. Hours worked should also include any sub time for that day.

August 2022 One-Half Time or Less = 92 hours	Date	Classroom Contact & Substitute Hours	Hybrid & Distance Learning Weekly Credit Hours	Staff & Other Hours (Trainings, Department Meetings, Etc.)
Monday	1			
Tuesday	2			
Wednesday	3			
Thursday	4			
Friday	5			
Saturday	6			
Sunday	7			
Monday	8			
Tuesday	9			
Wednesday	10			
Thursday	11			
Friday	12			
Saturday	13			
Sunday	14			
Monday	15			
Tuesday	16			
Wednesday	17			
Thursday	18			
Friday	19			
Saturday	20			
Sunday	21			
Monday	22			
Tuesday	23			
Wednesday	24			
Thursday	25			
Friday	26			
Saturday	27			
Sunday	28			
Monday	29			
Tuesday	30			
Wednesday	31			
Total Number of Days Worked				
Total Hours				
Contact Hours x 2.00				

Employee Signature: _____ Date: _____

Phone #: _____ Email: _____