

NON-ACADEMIC ATTENDANCE RECORD				YSU EMPLOYEES (excluding YSU Police/Dispatchers)												YOUNGSTOWN STATE UNIVERSITY										
PERIOD WORKED		EMPLOYEE'S NAME:														FISCAL YEAR: 2007-2008										
FROM 2007	TO 2007	S U N	M	T	W	T H	F	S A T	S U N	M	T	W	T H	F	S A T	SICK LEAVE HOURS			VACATION HOURS			COMP. TIME HOURS			L O A	Personal Days If applicable
																EARN	USE	BAL.	EARN	USE	BAL.	EARN	USE	BAL.		
JUNE 10	JUNE 23	10	11	12	13	14	15	16	17	18	19	20	21	22	23											
JUNE 24	JULY 7	24	25	26	27	28	29	30	1	2	3	4	5	6	7											
JULY 8	JULY 21	8	9	10	11	12	13	14	15	16	17	18	19	20	21											
JULY 22	AUG 4	22	23	24	25	26	27	28	29	30	31	1	2	3	4											
AUG 5	AUG 18	5	6	7	8	9	10	11	12	13	14	15	16	17	18											
AUG 19	SEPT 1	19	20	21	22	23	24	25	26	27	28	29	30	31	1											
SEPT 2	SEPT 15	2	3	4	5	6	7	8	9	10	11	12	13	14	15											
SEPT 16	SEPT 29	16	17	18	19	20	21	22	23	24	25	26	27	28	29											
SEPT 30	OCT 13	30	1	2	3	4	5	6	7	8	9	10	11	12	13											
OCT 14	OCT 27	14	15	16	17	18	19	20	21	22	23	24	25	26	27											
OCT 28	NOV 10	28	29	30	31	1	2	3	4	5	6	7	8	9	10											
NOV 11	NOV 24	11	12	13	14	15	16	17	18	19	20	21	22	23	24											
NOV 25	DEC 8	25	26	27	28	29	30	1	2	3	4	5	6	7	8											

PERIOD WORKED		YSU EMPLOYEES (excluding YSU Police/Dispatchers)														EMPLOYEE'S NAME:										
FROM 2007	TO 2008	S	U					S	S						S	SICK LEAVE HOURS			VACATION HOURS			COMP. TIME HOURS			L O A	Personal Days
		N	M	T	W	T	H	F	A	T	M	T	W	T	H	F	A	EARN	USE	BAL.	EARN	USE	BAL.	EARN		USE
DEC 9	DEC 22	9	10	11	12	13	14	15	16	17	18	19	20	21	22											
DEC 23	JAN 5	23	24	25	26	27	28	29	30	31	1	2	3	4	5											
			H	H							H															
JAN 6	JAN 19	6	7	8	9	10	11	12	13	14	15	16	17	18	19											
JAN 20	FEB 2	20	21	22	23	24	25	26	27	28	29	30	31	1	2											
			H																							
FEB 3	FEB 16	3	4	5	6	7	8	9	10	11	12	13	14	15	16											
FEB 17	MAR 1	17	18	19	20	21	22	23	24	25	26	27	28	29	1											
MAR 2	MAR 15	2	3	4	5	6	7	8	9	10	11	12	13	14	15											
MAR 16	MAR 29	16	17	18	19	20	21	22	23	24	25	26	27	28	29											
MAR 30	APR 12	30	31	1	2	3	4	5	6	7	8	9	10	11	12											
APR 13	APR 26	13	14	15	16	17	18	19	20	21	22	23	24	25	26											
APR 27	MAY 10	27	28	29	30	1	2	3	4	5	6	7	8	9	10											
MAY 11	MAY 24	11	12	13	14	15	16	17	18	19	20	21	22	23	24											
MAY 25	JUNE 7	25	26	27	28	29	30	31	1	2	3	4	5	6	7											
			H																							