



UNIVERSITY of WASHINGTON | BOTHELL

**Student Worker Log for Supervisors**

**Purpose:** Keep track of your student worker's position number, start date and end date.

**Reminders:** Students may not start before their official start date or work after their end date. If a position needs to be extended past the student's end date, supervisors must submit the request to the UWB Workday Support Team ([uwbpay@uw.edu](mailto:uwbpay@uw.edu)) two weeks before the end date.

<b>Student Name</b>	<b>Position Number (PN)</b>	<b>Start Date</b>	<b>End Date</b>