

Wood County Educational Service Center

1867 N. Research Drive, Bowling Green, OH 43402
 Phone: 419.354.9010 Fax: 419.354.1146

Classified Substitute Payroll Time Slip

Substitute's Printed Name: _____

Substitute Address: _____

Substitute Phone Number: _____

Are you *retired* from STRS or SERS? _____ If so, check one: SERS STRS

Classroom location where you subbed: _____

Please complete one form FOR EACH SITE WORKED

This form MUST be submitted to the address above to receive payment.

Name of Regular Paraprofessional	Date Worked	<input checked="" type="checkbox"/> 1/2 Day 0 - 4 Hrs	<input checked="" type="checkbox"/> 1 Day 4.01 - 8 Hrs	Comments / Notes	Payment Calculation

 Substitute Signature

 Date

 Supervisor's Signature

 Date

Payroll Office Use Only

Budget Code: _____

Budget Code: _____

Total Amount Paid: _____

Budget Code: _____

Date Paid: _____

Job: _____