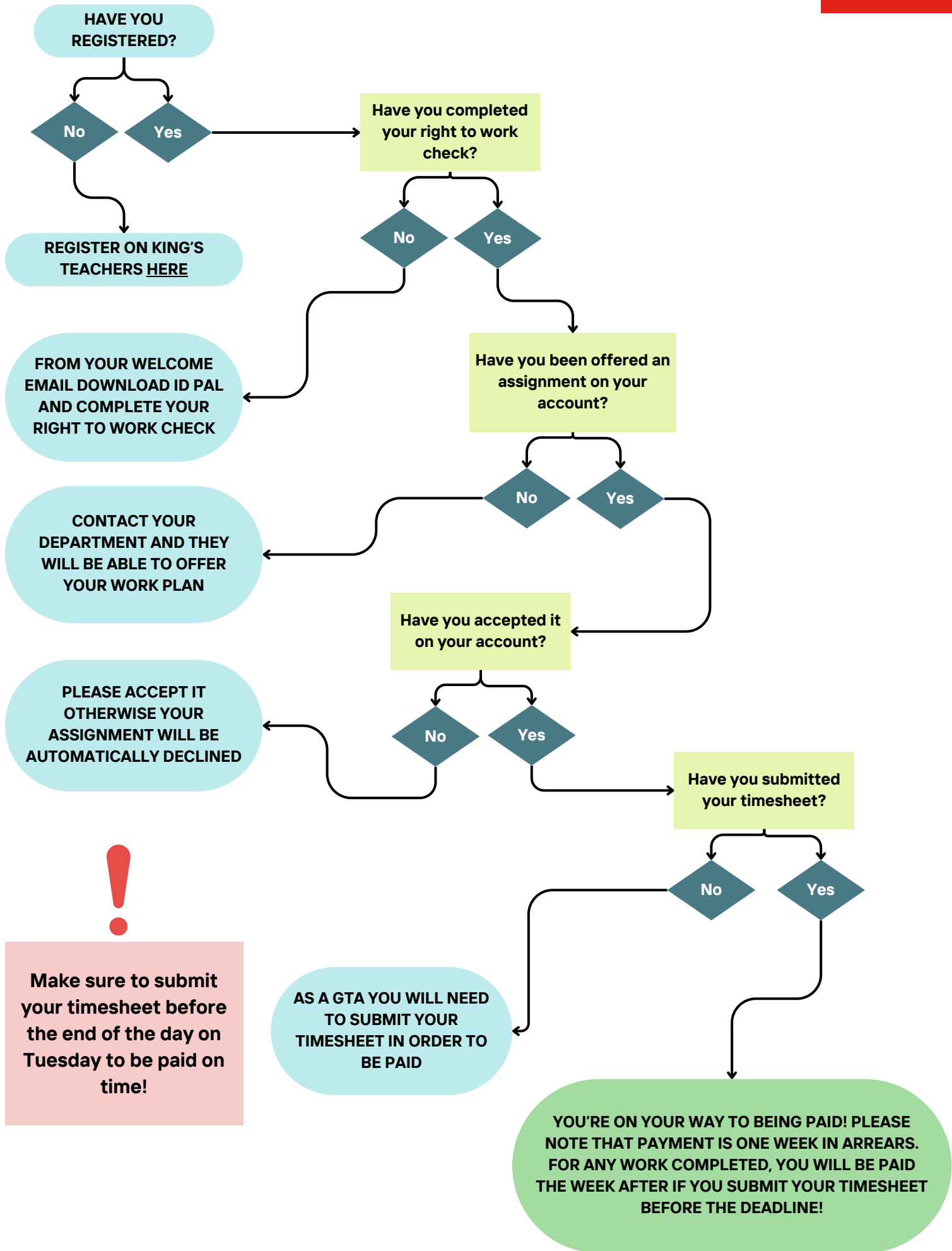


KING'S TEACHERS

STEPS TO SUBMITTING YOUR TIMESHEET



Make sure to submit your timesheet before the end of the day on Tuesday to be paid on time!

AS A GTA YOU WILL NEED TO SUBMIT YOUR TIMESHEET IN ORDER TO BE PAID

YOU'RE ON YOUR WAY TO BEING PAID! PLEASE NOTE THAT PAYMENT IS ONE WEEK IN ARREARS. FOR ANY WORK COMPLETED, YOU WILL BE PAID THE WEEK AFTER IF YOU SUBMIT YOUR TIMESHEET BEFORE THE DEADLINE!