Work-Study Timesheets

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1. Go to the WCC homepage and click on MyWCC.



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3. Once you are logged in, click on VCCS HR: Human Resources System



Work-Study Timesheets

5. Then click on Timesheet.

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6. Once you are in your timesheet, record the time worked. Make sure to record am and pm and to take at least a 30 minute break if you work more than 6 hours in a day.

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7. When you turn in your timesheets, please make sure to submit your time before you print and that you select Time Period in the drop down box before printing.