



Web-Time Entry Timesheets

How to Submit and Approve Web-Time Entry Timesheets



Contents

1. How to Access Web-Time Entry Timesheets.....page 3
2. How to Start a Timesheet for the Current Pay Period.....page 5
3. How to Submit your Timesheet for Approval.....page 11
4. How to Approve Timesheets in Web-Time Entry.....page 16
5. Contact Us.....page 23



How to Access Web-Time Entry Timesheets

1. Log in to your TopNet account. Click on the Employee Services option under the Main Menu or the tab at the top of the page.

A screenshot of the WKU TopNet website. At the top is a red banner with the WKU logo and "TopNet" text. Below the banner is a search bar with a "Go" button. A horizontal navigation bar contains several tabs: "Student Services", "Financial Aid", "Employee Services" (which is circled in red), "Personal Information", and "Finance Self-Service". Below this is a "Main Menu" section. Under "Main Menu", there are several links: "Student Services", "Financial Aid", "Employee Services" (circled in red), "Financial Services", "Personal Information", "Faculty/Staff Purchasing Big Red Dollars", "Faculty/Staff Purchasing Dining Dollars", "Faculty/Staff Meal Plan Registration", "Topper Orientation Program (TOP) Students", and "Early Arrival Meal Plan Reservation and Payment". Each link is followed by a brief description of the service.

WKU TopNet

Search

[Student Services](#) [Financial Aid](#) [Employee Services](#) [Personal Information](#) [Finance Self-Service](#)

Main Menu

Student Services
Register for classes; Display your class schedule; View your holds; Display your grades & transcripts; Pay Tuition and Housing Assignment; Apply for Study Away; Textbook Reservation; Opt In to Graduate Assistant Health Insurance; Ap

Financial Aid
Apply for Financial Aid; View financial aid status and eligibility, accept award offers, view loan applications, request req

Employee Services
View Benefits and Deductions, Pay Information, Tax Forms, Vacation and Medical Leave Balances

Financial Services
Review financial documents

Personal Information
View or update your address(es), phone number(s), and e-mail address(es). View procedure for making a name chan

Faculty/Staff Purchasing Big Red Dollars
For Faculty/Staff to purchase Big Red Dollars with a Credit Card.

Faculty/Staff Purchasing Dining Dollars
For Faculty/Staff to purchase Dining Dollars with a Credit Card.

Faculty/Staff Meal Plan Registration
For Faculty/Staff to purchase a Meal Plan and pay by credit card.

Topper Orientation Program (TOP) Students

Early Arrival Meal Plan Reservation and Payment
To reserve and pay for an Early Arrival Meal Plan.



2. Next, click the Time Sheet option.

WKU TopNet

Search

[Student Services](#) [Financial Aid](#) [Employee Services](#) [Personal Information](#) [Finance Self-Service](#)

Employee Services

- Electronic Personnel Action Forms**
Create, Acknowledge, Approve or View EPAFs
- Time Sheet**
Time Entry and Approvals
- Leave Report**
Report vacation and sick leave taken.
- Benefits and Deductions**
Retirement, health, flexible spending, and miscellaneous deductions.
- Payroll Contributions**
Establish, Modify, or Cancel Payroll Deduction gifts to WKU
- Pay Information**
Direct deposit allocation, earnings and deductions history, or pay stubs.
- Tax Forms**
Update W-4 and K-4, Electronic W-2 Consent, View W-2
- Leave Balances**
- Grants**
Grant approvals and principal investigator
- Employee Tuition Waiver**
View Employee Tuition Waiver by Term
- Student Employment (This form best viewed using Mozilla Firefox)**
To Request a Student for Employment, Evaluate a Student Employee or Terminate a Student Employee.
- Faculty Load and Compensation**

3. The new, updated Employee Dashboard will be displayed.

WKU

Employee Dashboard

Employee Dashboard

[My Profile](#)

Pay Information			
Latest Pay Stub: 08/22/2025	All Pay Stubs	Direct Deposit Information	Deductions History
Earnings			
Taxes			
Job Summary			
Employee Summary			

My Activities

Enter Time

Labor Redistribution

Payroll Contributions

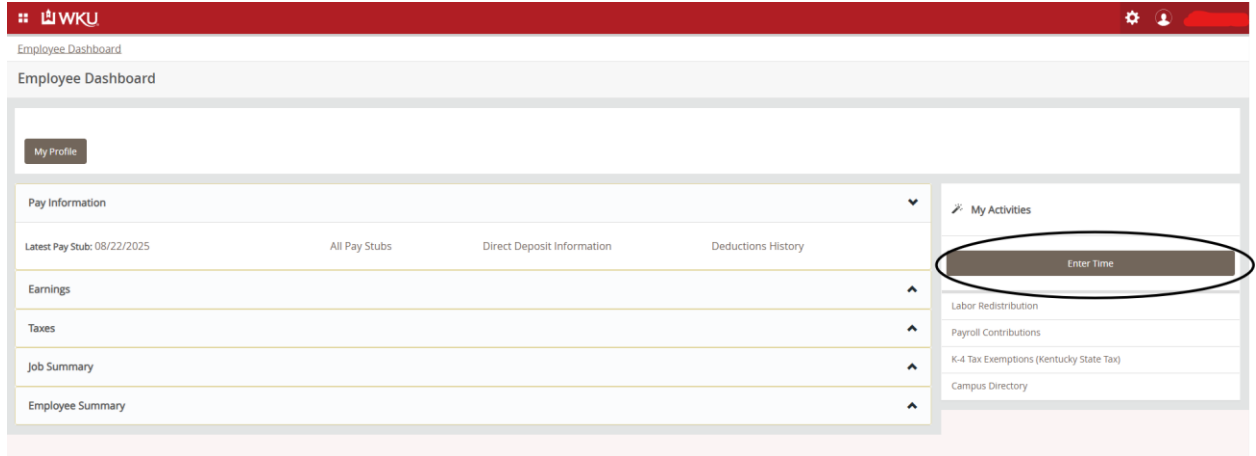
K-4 Tax Exemptions (Kentucky State Tax)

Campus Directory

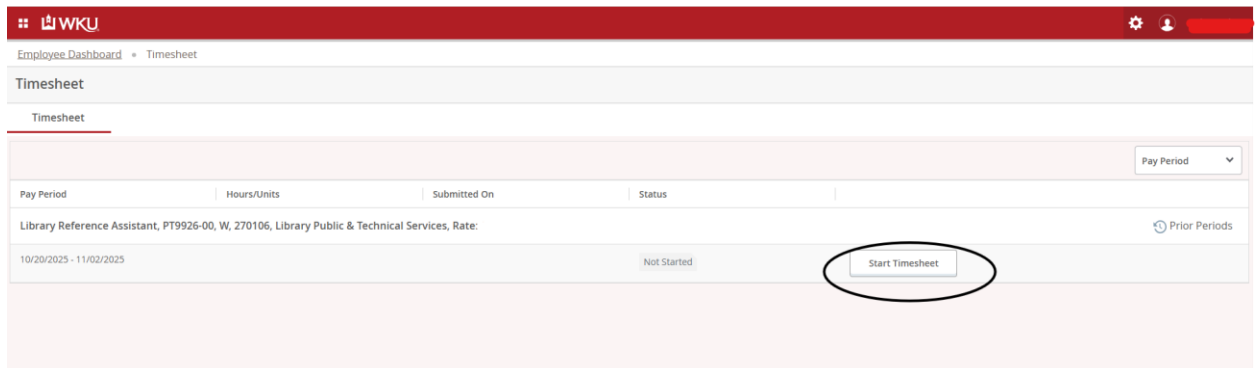


How to Start a Timesheet for the Current Pay Period

4. Click on the “Enter Time” button as circled below.



5. Your Position, Position Number, Index, Index Name, and Rate of Pay will be displayed. Click “Start Timesheet” to begin entering time.





6. A calendar for the pay period will appear. Select the date you wish to enter time. Below the calendar, a drop down menu will show Earnings Code options. For most, Part Time Hourly will be the only option and should remain selected.

A screenshot of the WKU Timesheet web application. The interface has a red header bar with the WKU logo and navigation icons. Below the header, a breadcrumb trail shows the user's path: Employee Dashboard > Timesheet > Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: [redacted]. The main content area displays a calendar for the pay period from 10/20/2025 to 11/02/2025. The calendar shows days of the week and dates. The date 10/20 is highlighted in blue. Below the calendar, there is a section for adding time. It includes a dropdown menu for "Earnings Code" with "Part Time Hourly" selected and circled. To the right of the dropdown are input fields for "Start Time*", "End Time*", and "Hours". The "Start Time" and "End Time" fields are set to "hh:mm a" and "hh:mm a" respectively. The "Hours" field is set to "0.00". There is an "Add Earn Code" button above the dropdown and an "Add More Time" button below the input fields. At the bottom of the page, there are "Exit Page", "Cancel", "Save", and "Preview" buttons.



- Once you have selected the date you would like to enter time for, you may enter your “Start Time” and “End Time” for the day.

The screenshot shows the WKU Timesheet interface. At the top, there is a red header with the WKU logo and navigation icons. Below the header, the user's role and department are listed: "Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate:". The main area displays a calendar for the week of 10/20/2025 to 11/02/2025. The date 20 (Monday) is selected. Below the calendar, there is a section for "Add Earn Code". The "Earn Code" dropdown is set to "Part Time Hourly". The "Start Time*" and "End Time*" fields are both set to "hh:mm a". The "Hours" field is set to "0.00". There is a red "Add More Time" button below the time fields. At the bottom, there are "Exit Page", "Cancel", "Save", and "Preview" buttons.

- Manually entering time in the box is tricky so we highly recommend clicking the clock on the right-hand side of the box.

This screenshot is similar to the previous one, but it highlights the time selection process. A black circle is drawn around the "Start Time*" field, which is currently set to "hh:mm a". An arrow points to the clock icon on the right side of this field. A dropdown menu is open, showing a time selection interface with options for "01:00 AM", "02:15 PM", and "CANCEL" / "SET" buttons. The "End Time*" field and "Hours" field remain unchanged. The "Add More Time" button and bottom navigation buttons are also visible.



9. A drop-down list will appear. You must scroll through the list and select the time you are looking for. You can also change the “AM” and “PM” selection, if needed. Please note that the minutes are in 15-minute increments, so be sure to round accordingly. Once you have entered the desired time, you will click “Set”.

A screenshot of the WKU Timesheet application interface. At the top is a red header bar with the WKU logo and navigation icons. Below the header, the user's role and department are displayed: "Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: [redacted]". A calendar view shows the week of 10/20/2025 to 11/02/2025, with Monday the 20th highlighted in blue. Below the calendar is a form for adding time. The "Earn Code" dropdown is set to "Part Time Hourly". The "Start Time" field is active, showing a time selection popup. The popup displays a grid with hours 07, 08, and 09, and minutes 00 and 15. The "AM" and "PM" radio buttons are visible, with "AM" selected. The "Set" button at the bottom of the popup is circled in black. The "End Time" field is also present, currently showing "hh:mm a". The "Hours" field shows "0.00". At the bottom of the interface are "Exit Page", "Cancel", "Save", and "Preview" buttons.



10. Repeat steps 8 and 9 for the “End Time” box. You will notice that the “Hours” box automatically entered the calculated time worked.

The screenshot shows the WKU Timesheet interface. At the top, there is a red header with the WKU logo and navigation links. Below the header, the user's role and department are listed: "Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate:". The main area displays a calendar for the week of 10/20/2025 to 11/02/2025. Below the calendar, there is a section for adding time. The "Earn Code" is set to "Part Time Hourly". The "Start Time" is 08:00 AM and the "End Time" is 12:00 PM. The "Hours" box is circled and contains the value 4.00. There are buttons for "Add Earn Code", "Add More Time", "Cancel", "Save", and "Preview".

11. To save your progress, click “Save” in the bottom right-hand corner of the page.

This screenshot is identical to the previous one, showing the WKU Timesheet interface with the "Hours" box circled. In this version, the "Save" button in the bottom right-hand corner is circled, indicating the next step in the process.



12. A green box will appear in the top right-hand corner indicating the Timesheet data successfully saved. You may exit and return later to complete and submit your timesheet.

The screenshot displays the WKU Timesheet application interface. At the top, a red header bar contains the WKU logo and navigation icons. Below the header, a green notification box in the top right corner states "Timesheet data successfully saved." The main content area shows the user's role, "Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate:", and a "Restart Time" button. A calendar view for the week of 10/20/2025 to 11/02/2025 is shown, with a total of 4.00 hours recorded for Monday, October 20th. Below the calendar, there is a section for "Part Time Hourly" with a time range of 08:00 AM - 12:00 PM and a total of 4.00 hours. An "Add More Time" button is visible. At the bottom right, there are buttons for "Cancel", "Save", and "Preview".



How to Submit your Timesheet for Approval

13. To submit your timesheet, click “Preview” in the bottom right-hand corner of the page.

A screenshot of the WKU Timesheet submission interface. The interface has a red header bar with the WKU logo and navigation icons. Below the header, there's a breadcrumb trail: "Employee Dashboard > Timesheet > Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: ". The main content area shows a calendar for the week of 10/20/2025 to 11/02/2025. The calendar has columns for Monday through Sunday. The Monday column shows a date of 20 and "4.00 Hours". Below the calendar, there's a section for "Part Time Hourly" with a radio button selected for "08:00 AM - 12:00 PM | 4.00 Hours". There's an "Add More Time" button. At the bottom right, there are three buttons: "Cancel", "Save", and "Preview". The "Preview" button is circled in red. The "Exit Page" link is visible in the bottom left corner.



14. A detail summary of your timesheet will be displayed. You will notice your approver's name shown in the box highlighted in yellow below.

[Employee Dashboard](#) • [Timesheet](#) • [Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: _____](#) • [Preview](#)

Timesheet Detail Summary

Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: _____

Pay Period: 4.00 Hours [In Progress](#) Submit By 11/03/2025, 12:00 PM

Time Entry Detail

Date	Earn Code	Shift	Total
10/20/2025	PTH, Part Time Hourly	1	4.00 Hours

Time Information

Date	Earn Code	Shift	Hours/Units	Time In	System In	Comment In	Time Out	System Out	Comment Out
10/20/2025	PTH, Part Time Hourly	1	4.00	08:00 AM			12:00 PM		

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:21 AM by _____
	Submit By 11/03/2025, 12:00 PM
	In the Queue

Return

Submit



15. You may make comments in the “Comment (Optional)” box at the bottom of the page. Comments are highly recommended for any additional information including time worked on a holiday, etc. **For student employees, a comment is required for any back pay reported from a prior period.**

[Employee Dashboard](#) • [Timesheet](#) • [Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: _____](#) • [Preview](#)

Date	Earn Code	Shift	Hours/Units	Time In	System In	Comment In	Time Out	System Out	Comment Out
10/29/2025	PTH, Part Time Hourly	1	4.00	08:00 AM			12:00 PM		

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:21 AM by
	Submit By 11/03/2025, 12:00 PM
	In the Queue

Comment (Optional)

Add Comment

2000 characters remaining

☐ I certify that the time entered represents a true and accurate record of my time. I am responsible for any changes made using my ID.

Return

Submit



16. If you need to make changes before submitting, click “Return” in the bottom right-hand corner of the screen.

The screenshot shows the WKU Timesheet interface. At the top, there's a red header with the WKU logo and navigation links: Employee Dashboard, Timesheet, Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate. Below this is a table with columns: Date, Earn Code, Shift, Hours/Units, Time In, System In, Comment In, Time Out, System Out, Comment Out. The first row shows data for 10/20/2025. Below the table is a 'Summary' section with a table showing Earn Code, Shift, Week, and Total. The 'Routing and Status' section shows a table with Name and Action. Below that is a 'Comment (Optional):' section with a text area and a checkbox. The 'Return' button is circled in the bottom right corner.

Date	Earn Code	Shift	Hours/Units	Time In	System In	Comment In	Time Out	System Out	Comment Out
10/20/2025	PTH, Part Time Hourly	1	4.00	08:00 AM			12:00 PM		

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:21 AM by
	Submit By 11/03/2025, 12:00 PM
	In the Queue

Comment (Optional):

Add Comment

2000 characters remaining

☐ I certify that the time entered represents a true and accurate record of my time. I am responsible for any changes made using my ID.

Return **Submit**

17. If your timesheet is correct and ready for approval, check the box that says “I certify that the time entered represents a true and accurate record of my time. I am responsible for any changes made using my ID.” Then click “Submit”.

The screenshot shows the WKU Timesheet interface, similar to the previous one, but with the 'Submit' button circled. The 'Return' button is also circled. The checkbox for the certification statement is now checked.

Date	Earn Code	Shift	Hours/Units	Time In	System In	Comment In	Time Out	System Out	Comment Out
10/20/2025	PTH, Part Time Hourly	1	4.00	08:00 AM			12:00 PM		

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:21 AM by
	Submit By 11/03/2025, 12:00 PM
	In the Queue

Comment (Optional):

Add Comment

2000 characters remaining

☒ I certify that the time entered represents a true and accurate record of my time. I am responsible for any changes made using my ID.

Return **Submit**



18. A green box will appear in the top right-hand corner of the screen that says “Timesheet successfully submitted”. You will also notice the “Routing and Status” box will indicate the date and time you submitted the timesheet and will show your timesheet is now pending approval with your approver’s name (in the box highlighted in yellow below).

Employee Dashboard • Timesheet • Library Reference Assistant, PT9526-00, W: 270106, Department of Public Service, Rate: _____ • Preview

Pay Period: 4.00 Hours **Pending** Submitted On 10/29/2025, 09:50 AM

Time Entry Detail

Date	Earn Code	Shift	Total
10/29/2025	PTH, Part Time Hourly	1	4.00 Hours

Time Information

Date	Earn Code	Shift	Hours/Units	Time In	System In	Comment In	Time Out	System Out	Comment Out
10/29/2025	PTH, Part Time Hourly	1	4.00	08:00 AM			12:00 PM		

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:51 AM by
	Submitted On 10/29/2025, 09:50 AM by
	Approved By 11/01/2025, 09:50 AM
	Pending Approval

Return

19. Your timesheet has been submitted and is now awaiting approval. You may exit Web-Time Entry.

****Important: The timesheet submission deadline is always Noon the Monday after the pay period ends unless a holiday impacts the payroll deadline. Timesheet approval deadlines are always posted on the Payroll Office website for the year.**



How to Approve Timesheets in Web-Time Entry

1. Log in to your TopNet account. Click on the Employee Services option under the Main Menu or the tab at the top of the page.

A screenshot of the WKU TopNet website interface. At the top is a red header bar with the WKU logo and "TopNet" text. Below the header is a search bar with a "Go" button. A navigation bar contains several tabs: "Student Services", "Financial Aid", "Employee Services" (which is circled in red), "Personal Information", and "Finance Self-Service". Below the navigation bar is a "Main Menu" section. Under "Main Menu", there are several links: "Student Services", "Financial Aid", "Employee Services" (circled in red), "Financial Services", "Personal Information", "Faculty/Staff Purchasing Big Red Dollars", "Faculty/Staff Purchasing Dining Dollars", "Faculty/Staff Meal Plan Registration", "Topper Orientation Program (TOP) Students", and "Early Arrival Meal Plan Reservation and Payment". Each link is followed by a brief description of the service.



2. Next, click the Time Sheet option.

[Student Services](#) [Financial Aid](#) [Employee Services](#) [Personal Information](#) [Finance Self-Service](#)

Employee Services

[Electronic Personnel Action Forms](#)
Create, Acknowledge, Approve or View EPAFs

[Time Sheet](#)
Time Entry and Approvals

[Leave Report](#)
Report vacation and sick leave taken.

[Benefits and Deductions](#)
Retirement, health, flexible spending, and miscellaneous deductions.

[Payroll Contributions](#)
Establish, Modify, or Cancel Payroll Deduction gifts to WKU

[Pay Information](#)
Direct deposit allocation, earnings and deductions history, or pay stubs.

[Tax Forms](#)
Update W-4 and K-4, Electronic W-2 Consent, View W-2

[Leave Balances](#)

[Grants](#)
Grant approvals and principal investigator

[Employee Tuition Waiver](#)
View Employee Tuition Waiver by Term

[Student Employment \(This form best viewed using Mozilla Firefox\)](#)
To Request a Student for Employment, Evaluate a Student Employee or Terminate a Student Employee.

[Faculty Load and Compensation](#)

3. The new Employee Dashboard will be displayed.

Employee Dashboard

Employee Dashboard

[My Profile](#)

Leave Balances as of 10/29/2025

Vacation in hours204.50

Sick/Medical in hours646.95

Full Leave Balance Information

Pay Information

Latest Pay Stub: 08/29/2025All Pay StubsDirect Deposit InformationDeductions History

Earnings

Taxes

Job Summary

Employee Summary

My Activities

Enter Leave Report

Approve Web-Time Entry

Approve Leave Report

Request New EPAF

Approve and Review EPAFs

Faculty Load and Compensation

Labor Redistribution

Payroll Contributions

K-4 Tax Exemptions (Kentucky State Tax)

Campus Directory



- Click on “Approve Web-Time Entry” as circled below.

The screenshot shows the WKU Employee Dashboard. At the top, there's a red header with the WKU logo and navigation icons. Below the header, the 'Employee Dashboard' section displays 'Leave Balances as of 10/29/2025' with two cards: 'Vacation in hours' (204.50) and 'Sick/Medical in hours' (646.95). A 'My Profile' button is on the left. The main content area is divided into 'Pay Information' (with links for Latest Pay Stub, All Pay Stubs, Direct Deposit Information, and Deductions History) and 'My Activities'. The 'My Activities' list includes 'Enter Leave Report', 'Approve Web-Time Entry' (circled), 'Approve Leave Report', 'Request New EPAF', 'Approve and Review EPAFs', 'Faculty Load and Compensation', 'Labor Redistribution', 'Payroll Contributions', 'K-4 Tax Exemptions (Kentucky State Tax)', and 'Campus Directory'.

- All employee timesheets awaiting your approval will be listed under “Pending”. You will see the employee’s name and WKU ID in the highlighted areas below. The hours reported for the pay period are listed, as well.

The screenshot shows the 'Approvals - Timesheet' page. It has a red header with the WKU logo and navigation icons. Below the header, the 'Approvals - Timesheet' section displays a 'Distribution Status Report - Timesheet' bar chart. The chart shows 1 pending approval. Below the chart, a table lists the employee: Library Reference Assistant, PT9928-00, with 4.00 hours.

Employee Name	ID	Organization	Hours/Units
Library Reference Assistant, PT9928-00	[Redacted]	W-270106, Department of Public Service	4.00 Hours



6. To see a Detail Summary of the employee's timesheet, click on their name. The Timesheet Detail Summary will appear.

[Employee Dashboard](#) • [Time Entry Approvals](#) • [Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Rate: _____](#) • [Preview](#)

Timesheet Detail Summary

Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service , Rate: _____

Pay Period: 4.00 Hours Pending Submitted On 10/29/2025, 09:50 AM

Time Entry Detail

Date	Earn Code	Shift	Total
10/20/2025	PTH, Part Time Hourly	1	4.00 Hours

Time Information

Date	Earn Code	Shift	Hours/Units	Time In	System In	Comment In	Time Out	System Out	Comment Out
10/20/2025	PTH, Part Time Hourly	1	4.00	08:00 AM			12:00 PM		

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:21 AM by _____
	Submitted On 10/29/2025, 09:50 AM by _____

Return

Details

Return for correction

Approve



7. From this page, you can make a comment in the “Comment (Optional)” box, you can make a Confidential Comment by checking “Confidential Comment” below the box, you can return the timesheet to the employee for correction by clicking “Return for correction” in the bottom right-hand corner, or you can click “Approve” in the bottom right-hand corner to approve the timesheet.

Employee Dashboard • Time Entry Approvals • Library Reference Assistant, PT9926-00, W, 270106, Department of Public Service, Bate

10/20/2025 PTH, Part Time Hourly 1 4.00 08:00 AM 12:00 PM

Summary

Earn Code	Shift	Week	Week	Total
PTH, Part Time Hourly	1	4.00		4.00 Hours
Total Hours		4.00		

Routing and Status

Name	Action
	Originated On 10/29/2025, 09:21 AM by
	Submitted On 10/29/2025, 09:30 AM by
	Approve by 11/03/2025, 06:00 PM
	Pending Approval

Comment (Optional):

Add Comment

2000 characters remaining

☐ Confidential Comment

Return Details Return for correction Approve



8. To approve multiple timesheets at once, from the Approvals Page you can click the checkbox next to each employee's name and then click "Approve/Acknowledge" or you can select the checkbox next to "Pending" and then click "Approve/Acknowledge" to approve all employee timesheets at the same time.

Employee Dashboard • Time Entry Approvals

Approvals Leave Report

Timesheet All Departments 10/20/2025 - 11/02/2025 (2025 BW 23) All Status except Not Started Enter ID/Name

Distribution Status Report - Timesheet

1

0 Pending Pending - In the Queue In Progress Returned Error Pending - Approved Approved Completed

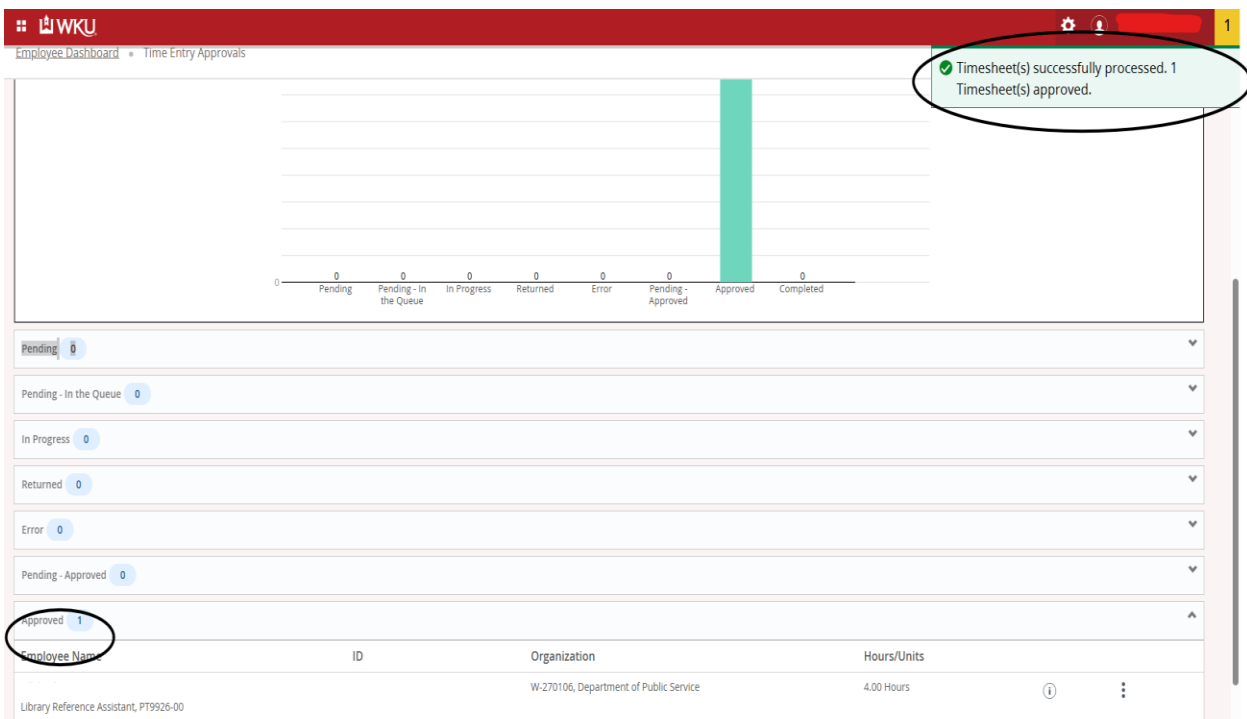
1 Pending

Employee Name	ID	Organization	Hours/Units
Library Reference Assistant, PT9926-00		W-270106, Department of Public Service	4.00 Hours

Approve/Acknowledge



9. Once approved, a green box will appear in the top right-hand corner of the screen that says “Timesheet(s) successfully processed. (#) Timesheet(s) approved.” You will also notice that the employee’s timesheet moves to the “Approved” category.



10. Once all timesheets are approved, you may exit Web-Time Entry.

****Important:** The timesheet approval deadline is always 6pm the Monday after the pay period ends unless a holiday impacts the payroll deadline. Timesheet approval deadlines are always posted on the Payroll Office website for the year.



Contact Us

For questions regarding Web-Time Entry Timesheets, please contact us via email or telephone.

Student Worker Timesheet Questions:

(270) 745-2609

payroll.info@wku.edu

Biweekly Part-Time Employee Timesheet Questions:

(270) 745-5365

Payroll.bwpay@wku.edu

Western Kentucky University
Payroll Office
1906 College Heights Blvd.
Wetherby Administration Bldg., G-10
Bowling Green, KY 42101

Updated October 2025