

Calendar Year 2024 Student & Biweekly Payroll Schedule

PAY NO.	PAY DATE	PAY PERIOD		*DEADLINE FOR ADDING/DELETING TO PAYROLL BY NOON	STUDENT'S ELECTRONIC TIMESHEET SUBMISSION DATE/DUE BY 11:59 AM (noon)	APPROVED ELECTRONIC TIMESHEET DUE TO PAYROLL DATE/DUE BY 10:00AM	BW PAPER TIMESHEETS & RECAPS DUE BY 4:30PM
		BEGINNING	ENDING				
1	1/12/2024	12/23/2023	1/5/2024	1/3/2024	1/6/2024	1/8/2024	1/4/2024
2	1/26/2024	1/6/2024	1/19/2024	1/17/2024	1/20/2024	1/22/2024	1/18/2024
3	2/9/2024	1/20/2024	2/2/2024	1/31/2024	2/3/2024	2/5/2024	2/1/2024
4	2/23/2024	2/3/2024	2/16/2024	2/14/2024	2/17/2024	2/19/2024	2/15/2024
5	3/8/2024	2/17/2024	3/1/2024	2/28/2024	3/2/2024	3/4/2024	2/29/2024
6	3/22/2024	3/2/2024	3/15/2024	3/13/2024	3/16/2024	3/18/2024	3/14/2024
7	4/5/2024	3/16/2024	3/29/2024	3/26/2024 **	3/30/2024	4/1/2024	3/27/2024 **
8	4/19/2024	3/30/2024	4/12/2024	4/10/2024	4/13/2024	4/15/2024	4/11/2024
9	5/3/2024	4/13/2024	4/26/2024	4/24/2024	4/27/2024	4/29/2024	4/25/2024
10	5/17/2024	4/27/2024	5/10/2024	5/8/2024	5/11/2024	5/13/2024	5/9/2024
11	5/31/2024	5/11/2024	5/24/2024	5/21/2024 **	5/23/24 @ 5:00PM**	5/24/2024**	5/22/2024 **
12	6/14/2024	5/25/2024	6/7/2024	6/5/2024	6/8/2024	6/10/2024	6/6/2024
13	6/28/2024	6/8/2024	6/21/2024	6/18/2024 **	6/22/2024	6/24/2024	6/20/2024
14	7/12/2024	6/22/2024	7/5/2024	7/2/2024 **	7/6/2024	7/8/2024	7/3/2024 **
15	7/26/2024	7/6/2024	7/19/2024	7/17/2024	7/20/2024	7/22/2024	7/18/2024
16	8/9/2024	7/20/2024	8/2/2024	7/31/2024	8/3/2024	8/5/2024	8/1/2024
17	8/23/2024	8/3/2024	8/16/2024	8/14/2024	8/17/2024	8/19/2024	8/15/2024
18	9/6/2024	8/17/2024	8/30/2024	8/27/2024 **	8/29/24 @ 5:00PM**	8/30/2024 **	8/28/2024 **
19	9/20/2024	8/31/2024	9/13/2024	9/11/2024	9/14/2024	9/16/2024	9/12/2024
20	10/4/2024	9/14/2024	9/27/2024	9/25/2024	9/28/2024	9/30/2024	9/26/2024
21	10/18/2024	9/28/2024	10/11/2024	10/9/2024	10/12/2024	10/14/2024	10/10/2024
22	11/1/2024	10/12/2024	10/25/2024	10/23/2024	10/26/2024	10/28/2024	10/24/2024
23	11/15/2024	10/26/2024	11/8/2024	11/6/2024	11/9/2024	11/11/2024	11/7/2024
24	11/27/2024	11/9/2024	11/22/2024	11/18/2024 **	11/19/24 @ 5:00PM**	11/20/2024 **	11/19/2024 **
25	12/13/2024	11/23/2024	12/6/2024	12/4/2024	12/7/2024	12/9/2024	12/5/2024
26	12/27/2024	12/7/2024	12/20/2024	12/12/2024 **	12/14/2024	12/16/2024 **	12/13/2024**

*All payroll data from departments, excluding timesheets and recaps, is due by 12:00 noon on these dates, unless the calendar requires a change in the payroll processing time or if the University is closed any time before/after these dates.

**Accelerated deadline due to holiday, subject to change. Holiday memo will be sent prior to deadlines.