

Calendar Year 2023 Student Payroll Schedule

PAY NO.	PAY DATE	PAY PERIOD		ELECTRONIC ST TIMESHEET DUE DATE/DUE BY 10:00AM	TIMESHEETS & RECAPS DUE BY NOON TO PAYROLL (PRIOR TO WTE* DEPARTMENT'S TRANSITION)	Holidays in pay period
		BEGINNING	ENDING			
1	1/6/2023	12/17/2022	12/30/2022		12/21/2022 **	New Years Day observed-Jan. 2
2	1/20/2023	12/31/2022	1/13/2023		1/13/2023	
3	2/3/2023	1/14/2023	1/27/2023		1/27/2023	
4	2/17/2023	1/28/2023	2/10/2023		2/10/2023	
5	3/3/2023	2/11/2023	2/24/2023		2/24/2023	
6	3/17/2023	2/25/2023	3/10/2023		3/10/2023	
7	3/31/2023	3/11/2023	3/24/2023		3/24/2023	
8	4/14/2023	3/25/2023	4/7/2023		4/6/2023 **	Good Friday (April 7)
9	4/28/2023	4/8/2023	4/21/2023		4/21/2023	
10	5/12/2023	4/22/2023	5/5/2023		5/5/2023	
11	5/26/2023	5/6/2023	5/19/2023		5/19/2023	
12	6/9/2023	5/20/2023	6/2/2023		6/2/2023	
13	6/23/2023	6/3/2023	6/16/2023		6/15/2023 **	Juneteenth (June 19)
Pay 14: Transitioning to same pay schedule as biweekly staff payroll - 3 weeks of hours worked reported						
14	7/7/2023	6/17/2023	7/7/2023		6/29/2023 **	July 4 Independence Day
15	7/28/2023	7/8/2023	7/21/2023		7/20/2023	
16	8/11/2023	7/22/2023	8/4/2023	8/7/2023	8/3/2023	
17	8/25/2023	8/5/2023	8/18/2023	8/21/2023	8/17/2023	
18	9/8/2023	8/19/2023	9/1/2023	9/1/2023 **	8/30/2023 **	Labor Day (September 4)
19	9/22/2023	9/2/2023	9/15/2023	9/18/2023	9/14/2023	
20	10/6/2023	9/16/2023	9/29/2023	10/2/2023	9/28/2023	
21	10/20/2023	9/30/2023	10/13/2023	10/16/2023	10/12/2023	
22	11/3/2023	10/14/2023	10/27/2023	10/30/2023	10/26/2023	
23	11/17/2023	10/28/2023	11/10/2023	11/13/2023	11/9/2023	
24	12/1/2023	11/11/2023	11/24/2023	11/27/2023	11/20/2023 **	Thanksgiving+2 (November 22-23-24)
25	12/15/2023	11/25/2023	12/8/2023	12/11/2023	12/7/2023	
26	12/29/2023	12/9/2023	12/22/2023	12/15/2023 **	12/14/2023 **	Break - 12/23/23 - 1/1/24

* WTE = Web Time Entry

**Accelerated deadline due to holiday, dates and times subject to change. Please watch for updated information.