

BIWEEKLY PAYROLL SCHEDULE 2008-2009

PAYROLL ID	PAY PERIOD BEGIN DATE	PAY PERIOD END DATE	FLAT RATE REQUEST FORM DUE IN HR	GRAD APPTS DUE#	TEMPORARY TIMESHEETS DUE IN HR SYSTEM ##	PAYROLL LOCKOUT - TIME RECORDS TAKEN BY PAYROLL	PAYDAY	MANUAL CHECK CUTOFF NOON	MANUAL CHECK PAYDAY	HOLIDAYS
20092R01	Jun 14	Jun 27	Jun 13	Jun 16	Jul 03 @ noon*	Jul 3 @ noon*	Jul 11	Jul 15	Jul 18	
20092R02	Jun 28	Jul 11	Jun 27	Jun 30	Jul 17	Jul 18	Jul 25	Jul 29	Aug 01	Independence Day Fri, Jul 04
20092R03	Jul 12	Jul 25	Jul 11	Jul 14	Jul 31	Aug 01	Aug 08	Aug 12	Aug 15	
20092R04	Jul 26	Aug 08	Jul 25	Jul 28	Aug 14	Aug 15	Aug 22	Aug 26	Aug 29	
20092R05	Aug 09	Aug 22	Aug 08	Aug 11	Aug 27*	Aug 28*	Sep 05	Sep 09	Sep 12	
20092R06	Aug 23	Sep 05	Aug 22	Aug 25	Sep 11	Sep 12	Sep 19	Sep 23	Sep 26	Labor Day Mon, Sep 1
20092R07	Sep 06	Sep 19	Sep 05	Sep 08	Sep 25	Sep 26	Oct 03	Oct 07	Oct 10	
20092R08	Sep 20	Oct 03	Sep 19	Sep 22	Oct 09	Oct 10	Oct 17	Oct 21	Oct 24	
20092R09	Oct 04	Oct 17	Oct 03	Oct 06	Oct 23	Oct 24	Oct 31	Nov 04	Nov 07	
20092R10	Oct 18	Oct 31	Oct 17	Oct 20	Nov 06	Nov 07	Nov 14	Nov 18	Nov 21	
20092R11	Nov 01	Nov 14	Oct 31	Nov 03	Nov 19*	Nov 20*	Nov 26*	Dec 02	Dec 05	
20092R12	Nov 15	Nov 28*	Nov 14	Nov 17	Dec 04	Dec 05	Dec 12	Pay on 2R13	Dec 23	Thanksgiving Nov 27-28
20092R13	Nov 29	Dec 12	Nov 26*	Dec 01	Dec 16*	Dec 16*	Dec 23*	Pay on 2R14	Jan 09	
20092R14	Dec 13	Dec 26	Dec 12	Dec 15	Jan 06 @ 10 AM*	Jan 06 @ 10 AM*	Jan 09	Jan 13	Jan 16	Winter Break
20092R15	Dec 27	Jan 09	Dec 23	Jan 05	Jan 14*	Jan 15*	Jan 23	Jan 27	Jan 30	Dec 24 - Jan 2
20092R16	Jan 10	Jan 23	Jan 09	Jan 12	Jan 29	Jan 30	Feb 06	Feb 10	Feb 13	ML King, Jr. Mon, Jan 19
20092R17	Jan 24	Feb 06	Jan 23	Jan 26	Feb 12	Feb 13	Feb 20	Feb 24	Feb 27	
20092R18	Feb 07	Feb 20	Feb 06	Feb 09	Feb 26	Feb 27	Mar 06	Mar 10	Mar 13	
20092R19	Feb 21	Mar 06	Feb 20	Feb 23	Mar 12	Mar 13	Mar 20	Mar 24	Mar 27	
20092R20	Mar 07	Mar 20	Mar 06	Mar 09	Mar 26	Mar 27	Apr 03	Apr 07	Apr 10	
20092R21	Mar 21	Apr 03	Mar 20	Mar 23	Apr 09	Apr 10	Apr 17	Apr 21	Apr 24	
20092R22	Apr 04	Apr 17	Apr 03	Apr 06	Apr 23	Apr 24	May 01	May 05	May 08	
20092R23	Apr 18	May 01	Apr 17	Apr 20	May 07	May 08	May 15	May 19	May 22	
20092R24	May 02	May 15	May 01	May 04	May 20*	May 21*	May 29	Jun 02	Jun 05	
20092R25	May 16	May 29	May 15	May 18	Jun 04	Jun 05	Jun 12	Jun 16	Jun 19	Memorial Day Mon, May 25
20092R26	May 30	Jun 12	May 29	Jun 01	Jun 18	Jun 19	Jun 26	Jun 30	Jul 02*	

To ensure timely insurance enrollment, appointments must be approved by 1st workday of month in which they are effective.

Departments set an earlier internal deadline by which employees must turn in timesheets

*Deviations due to holidays