Payroll Schedules for Fiscal Year 2023-2024

MAIN & FACULTY

Approved trans. forms/payroll chgs must be in HR by the 10th of the month or business day preceding if 10th is on weekend

Pay Period	Due Date	Direct Deposit Date
July 1-31	July 10	July 31, 2023
August 1-31	August 10	August 31, 2023
September 1-30	September 8	September 29, 2023
October 1-31	October 10	October 31, 2023
November 1-30	November 7	November 30, 2023
December 1-31	December 7	December 21, 2023
January 1-31	January 10	January 31, 2024
February 1-29	February 9	February 29, 2024
March 1-31	March 6	March 29, 2024
April 1-30	April 10	April 30, 2024
May 1-31	May 10	May 31, 2024
June 1-30	June 6	June 28, 2024

SUPPLEMENTAL

Approved trans. forms/payroll chgs must be in HR by the 10th of the month or business day preceding if 10th is on weekend

Pay Period	Due Date	Direct Deposit Date
July 1-31	July 10	July 31, 2023
August 1-31	August 10	August 31, 2023
September 1-30	September 8	September 29, 2023
October 1-31	October 10	October 31, 2023
November 1-30	November 7	November 30, 2023
December 1-31	December 7	December 21, 2023
January 1-31	January 10	January 31, 2024
February 1-29	February 9	February 29, 2024
March 1-31	March 6	March 29, 2024
April 1-30	April 10	April 30, 2024
May 1-31	May 10	May 31, 2024
June 1-30	June 6	June 28, 2024

STUDENT

Employees must submit time entry to supervisors by 1 pm; supervisors must approve by 5 pm

	Pay Period	Due Date	Direct Deposit Date
Summer	Jun 11- Jun 30	July 3	July 27, 2023
Summer	Jul 1 - Jul 8	July 10	July 27, 2023
Summer	Jul 9 - Aug 12	August 14	August 25, 2023
Fall	Aug 13 - Sep 9	September 11	September 27, 2023
Fall	Sep 10 - Oct 7	October 9	October 27, 2023
Fall	Oct 8 - Nov 4	November 6	November 27, 2023
Fall	Nov 5 - Dec 2	December 4	December 21, 2023
Fall	Dec 3- Jan 6	January 8	January 26, 2024
Spring	Jan 7 - Feb 3	February 5	February 27, 2024
Spring	Feb 4- Mar 2	March 4	March 27, 2024
Spring	Mar 3 - Apr 6	April 8	April 26, 2024
Spring	Apr 7 - May 4	May 6	May 24, 2024
Sum	May 5 - Jun 8	June 10	June 27, 2024
Sum	Jun 9 - Jun 30	July 1	July 26, 2024
Sum	Jul 1 - Jul 13	July 15	July 26, 2024

HOURLY

Employees must submit time entry to supervisors by 1 pm; supervisors must approve by 5 pm

Pay Period	Due Date	Direct Deposit Date
June 1-30	July 3	July 12, 2023
July 1-31	August 1	August 11, 2023
August 1-31	September 1	September 12, 2023
September 1-30	October 2	October 12, 2023
October 1-31	November 1	November 9, 2023
November 1-30	December 1	December 12, 2023
December 1-31	January 3	January 12, 2024
January 1-31	February 1	February 12, 2024
February 1-29	March 1	March 12, 2024
March 1-31	April 1	April 12, 2024
April 1-30	May 1	May 10, 2024
May 1-31	June 3	June 12, 2024
June 1-30	July 1	July 12, 2024
July 1-31	August 1	August 12, 2024

Summer Faculty & Adjunct Pay will vary depending on dates for courses taught.