



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

July 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 7:00PM BW Job Data Deadline	2 BW PP1 Processing (1 Day)	3 Holiday	4
5	6	7	8	9	10 BW1 Payday	11
12	13 eTimesheet Deadline SU15 Deadline to Record GFA and Pay Other Student Fees	14 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	15 7:00PM BW Job Data Deadline	16 BW PP2 Processing	17 BW PP2 Processing 3:00 DBT Deadline	18
19	20	21 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	22 7:00PM MO Job Data Deadline	23 MO PP1 Processing Direct Retro Deadline	24 MO PP1 Processing BW2 Payday 3:00 DBT Deadline	25
26	27 eTimesheet Deadline SU15 GFA Expense Posts to GL	28 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	29 7:00PM BW Job Data Deadline	30 BW PP3 Processing	31 BW PP3 Processing MO1 Payday 3:00 DBT Deadline	



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

August 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7 BW3 Payday	8
9	10 eTimesheet Deadline	11 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	12 7:00PM BW Job Data Deadline	13 BW PP4 Processing	14 BW PP4 Processing 3:00 DBT Deadline	15
16	17	18 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	19 7:00PM MO Job Data Deadline	20 MO PP2 Processing	21 MO PP2 Processing BW4 Payday 3:00 DBT Deadline Direct Retro Deadline	22
23	24 eTimesheet Deadline	25 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	26 7:00PM BW Job Data Deadline	27 BW PP5 Processing	28 BW PP5 Processing 3:00 DBT Deadline	29
30	31 MO2 Payday					



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

September 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 BW5 Payday	5
6	7 Holiday eTimesheet Deadline	8 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	9 7:00PM BW Job Data Deadline	10 BW PP6 Processing	11 BW PP6 Processing 3:00 DBT Deadline	12
13	14	15 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	16 7:00PM MO Job Data Deadline	17 MO PP3 Processing	18 MO PP3 Processing BW6 Payday 3:00 DBT Deadline	19
20	21 eTimesheet Deadline	22 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load Direct Retro Deadline	23 7:00PM BW Job Data Deadline	24 BW PP7 Processing	25 BW PP7 Processing 3:00 DBT Deadline	26
27	28	29	30 MO3 Payday			



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

October 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 BW7 Payday	3
4	5 eTimesheet Deadline	6 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	7 7:00PM BW Job Data Deadline	8 BW PP8 Processing	9 BW PP8 Processing 3:00 DBT Deadline	10
11	12	13 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	14 7:00PM MO Job Data Deadline	15 MO PP4 Processing	16 MO PP4 Processing BW8 Payday 3:00 DBT Deadline	17
18	19 eTimesheet Deadline	20 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	21 7:00PM BW Job Data Deadline	22 BW PP9 Processing	23 BW PP9 Processing Direct Retro Deadline 3:00 DBT Deadline	24
25	26	27	28	29	30 BW9 Payday MO4 Payday	31



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

November 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 eTimesheet Deadline	3 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	4 7:00PM BW Job Data Deadline	5 BW PP10 Processing	6 BW PP10 Processing 3:00 DBT Deadline	7
8	9	10	11 Holiday	12	13 BW10 Payday 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	14
15	16 eTimesheet Deadline 7:00PM MO Job Data Deadline	17 MO PP5 Processing 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	18 MO PP5 Processing 3:00 DBT Deadline	19 7:00PM BW Job Data Deadline	20 BW PP11 Processing (1 Day) 3:00 DBT Deadline Direct Retro Deadline	21
22	23	24	25	26 Holiday	27 Holiday BW11 Payday	28
29	30 MO5 Payday eTimesheet Deadline					



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

December 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	2 7:00PM BW Job Data Deadline	3 BW PP12 Processing	4 BW PP12 Processing 3:00 DBT Deadline	5
6	7	8	9	10 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	11 BW12 Payday 7:00PM MO Job Data Deadline	12
13	14 MO PP6 Processing eTimesheet Deadline	15 MO PP6 Processing 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load 3:00 DBT Deadline	16 MO PP6 Processing 7:00PM BW Job Data Deadline	17 BW PP13 Processing	18 BW PP13 Processing 3:00 DBT Deadline	19
20	21	22	23 Direct Retro Deadline	24 Holiday BW13 Payday	25 Holiday	26
27	28 eTimesheet Deadline	29 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	30 7:00PM BW Job Data Deadline	31 MO6 Payday 3:00 DBT Deadline		



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

January 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Holiday	2
3	4	5 BW PP14 Processing (1 Day)	6	7	8 BW14 Payday	9
10	11 eTimesheet Deadline	12 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	13 7:00PM BW Job Data Deadline	14 BW PP15 Processing	15 BW PP15 Processing 3:00 DBT Deadline	16
17	18 Holiday	19 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	20 7:00PM MO Job Data Deadline	21 MO PP7 Processing	22 MO PP7 Processing BW15 Payday 3:00 DBT Deadline Direct Retro Deadline	23
24	25 eTimesheet Deadline	26 10:00AM BW HRA Addl Pay File Load	27 7:00PM BW Job Data Deadline	28 BW PP16 Processing	29 BW PP16 Processing	30
31		10:55AM eTimesheet File Load			3:00 DBT Deadline	



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

February 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 BW16 Payday	6
7	8 eTimesheet Deadline	9 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	10 7:00PM BW Job Data Deadline	11 BW PP17 Processing	12 BW PP17 Processing 3:00 DBT Deadline	13
14	15	16 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	17 7:00PM MO Job Data Deadline	18 MO PP8 Processing	19 MO PP8 Processing BW17 Payday 3:00 DBT Deadline Direct Retro Deadline	20
21	22 eTimesheet Deadline	23 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	24 7:00PM BW Job Data Deadline	25 BW PP18 Processing	26 BW PP18 Processing 3:00 DBT Deadline	27
28	29 MO8 Payday					



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

March 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 BW18 Payday	5
6	7 eTimesheet Deadline	8 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	9 7:00PM BW Job Data Deadline	10 BW PP19 Processing	11 BW PP19 Processing 3:00 DBT Deadline	12
13	14	15 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	16 7:00PM MO Job Data Deadline	17 MO PP9 Processing	18 MO PP9 Processing BW19 Payday 3:00 DBT Deadline	19
20	21 eTimesheet Deadline	22 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	23 7:00PM BW Job Data Deadline Direct Retro Deadline	24 BW PP20 Processing	25 BW PP20 Processing 3:00 DBT Deadline	26
27	28	29	30	31 MO9 Payday		



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

April 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 BW20 Payday	2
3	4 eTimesheet Deadline	5 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	6 7:00PM BW Job Data Deadline	7 BW PP21 Processing	8 BW PP21 Processing 3:00 DBT Deadline	9
10	11	12	13	14 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	15 BW21 Payday 7:00PM MO Job Data Deadline	16
17	18 MO PP10 Processing eTimesheet Deadline	19 MO PP10 Processing 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load 3:00 DBT Deadline	20 7:00PM BW Job Data Deadline	21 BW PP22 Processing	22 BW PP22 Processing 3:00 DBT Deadline Direct Retro Deadline	23
24	25	26	27	28	29 MO10 Payday BW22 Payday	30



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

May 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 eTimesheet Deadline	3 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	4 7:00PM BW Job Data Deadline	5 BW PP23 Processing	6 BW PP23 Processing 3:00 DBT Deadline	7
8	9	10	11	12	13 BW23 Payday	14
15	16 eTimesheet Deadline	17 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	18 7:00PM BW Job Data Deadline	19 BW PP24 Processing 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load	20 BW PP24 Processing 3:00 DBT Deadline 7:00PM MO Job Data Deadline	21
22	23 MO PP11 Processing Direct Retro Deadline	24 MO PP11 Processing 3:00 DBT Deadline	25	26	27 BW24 Payday	28
29	30 Holiday eTimesheet Deadline	31 MO11 Payday 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load				



PAYROLL CALENDAR

JULY 2015 – JUNE 2016

June 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 7:00PM BW Job Data Deadline	2 BW PP25 Processing	3 BW PP25 Processing 3:00 DBT Deadline	4
5	6	7	8	9	10 BW25 Payday	11
12	13 eTimesheet Deadline	14 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	15 7:00PM BW Job Data Deadline	16 BW PP26 Processing	17 BW PP26 Processing 10:00AM MO HRA Addl Pay File Load 10:55 MO eLeave File Load 3:00 DBT Deadline	18
19	20 7:00PM MO Job Data Deadline	21 MO PP12 Processing	22 MO PP12 Processing 3:00 DBT Deadline Direct Retro Deadline	23	24 BW26 Payday	25
26	27 eTimesheet Deadline	28 10:00AM BW HRA Addl Pay File Load 10:55AM eTimesheet File Load	29 7:00PM BW Job Data Deadline	30 BW PP1 Processing MO12 Payday		