

FISCAL YEAR 2005-2006

Bi-Weekly Staff Payroll (2R) Non-exempt, Temporary, On-Call					Monthly Payroll (5R) Faculty, Exempt Staff, G.A., T.A., R.A.		Bi-Weekly Student Payroll (4R) Student and Work Study				
Pay Period		Time Report Deadline	Check Date		Pay Period	Check Date	Pay Period		Time Report Deadline	Check Date	
1	07/09/05 - 07/22/05	07/25/05	07/29/05		SUMMER SESSION 2005		1	07/09/05 - 07/22/05	07/22/05	08/05/05	
2	07/23/05 - 08/05/05	08/08/05	08/12/05		Jun 06-Jul 01	1-Jul-05	2	07/23/05 - 08/05/05	08/05/05	08/19/05	
3	08/06/05 - 08/19/05	08/22/05	08/26/05		Jul 05-Jul 29	29-Jul-05	3	08/06/05 - 08/19/05	08/19/05	09/02/05	
4	08/20/05 - 09/02/05	Note 2 09/02/05	09/09/05		SUMMER RESEARCH 2005		4	08/20/05 - 09/02/05	Note 1 09/02/05	09/16/05	
5	09/03/05 - 09/16/05	09/19/05	09/23/05		May 16-May 31	3-Jun-05	5	09/03/05 - 09/16/05	09/16/05	09/30/05	
6	09/17/05 - 09/30/05	10/03/05	10/07/05		Jun 01-Jun 30	1-Jul-05	6	09/17/05 - 09/30/05	09/30/05	10/14/05	
7	10/01/05 - 10/14/05	10/17/05	10/21/05		Jul 01-Jul 31	29-Jul-05	7	10/01/05 - 10/14/05	10/14/05	10/28/05	
8	10/15/05 - 10/28/05	10/31/05	11/04/05		Aug 01-Aug 12	12-Aug-05	8	10/15/05 - 10/28/05	Note 2 10/28/05	11/10/05	
9	10/29/05 - 11/11/05	11/14/05	11/18/05		FACULTY/STAFF MONTHLY PAYROLLS		9	10/29/05 - 11/11/05	11/11/05	11/23/05	
10	11/12/05 - 11/25/05	Note 1 11/28/05	12/02/05		1 Jul 01 - Jul 31	29-Jul-05	10	11/12/05 - 11/25/05	11/23/05	12/09/05	
11	11/26/05 - 12/09/05	12/12/05	12/16/05		2 Aug 01 - Aug 31	31-Aug-05	11	11/26/05 - 12/09/05	Note 1 12/07/05	12/22/05	
12	12/10/05 - 12/23/05	Note 2 12/15/05	12/22/05		3 Sep 01 - Sep 30	30-Sep-05	12	12/10/05 - 12/23/05	Note 1 12/19/05	01/06/06	
13	12/24/05 - 01/06/06	01/09/06	01/13/06		4 Oct 01 - Oct 31	31-Oct-05	13	12/24/05 - 01/06/06	01/06/06	01/20/06	
14	01/07/06 - 01/20/06	01/23/06	01/27/06		5 Nov 01 - Nov 30	30-Nov-05	14	01/07/06 - 01/20/06	01/20/06	02/03/06	
15	01/21/06 - 02/03/06	02/06/06	02/10/06		6 Dec 01 - Dec 31	22-Dec-05	15	01/21/06 - 02/03/06	02/03/06	02/17/06	
16	02/04/06 - 02/17/06	02/20/06	02/24/06		7 Jan 01 - Jan 31	31-Jan-06	16	02/04/06 - 02/17/06	02/17/06	03/03/06	
17	02/18/06 - 03/03/06	03/06/06	03/10/06		8 Feb 01 - Feb 28	28-Feb-06	17	02/18/06 - 03/03/06	03/03/06	03/17/06	
18	03/04/06 - 03/17/06	03/20/06	03/24/06		9 Mar 01 - Mar 31	31-Mar-06	18	03/04/06 - 03/17/06	03/17/06	03/31/06	
19	03/18/06 - 03/31/06	04/03/06	04/07/06		10 Apr 01 - Apr 30	28-Apr-06	19	03/18/06 - 03/31/06	03/31/06	04/14/06	
20	04/01/06 - 04/14/06	04/17/06	04/21/06		11 May 01 - May 31	31-May-06	20	04/01/06 - 04/14/06	04/14/06	04/28/06	
21	04/15/06 - 04/28/06	05/01/06	05/05/06		12 Jun 01 - Jun 30	30-Jun-06	21	04/15/06 - 04/28/06	04/28/06	05/12/06	
22	04/29/06 - 05/12/06	05/15/06	05/19/06				22	04/29/06 - 05/12/06	05/12/06	05/26/06	
23	05/13/06 - 05/26/06	Note 1 & 2 05/26/06	06/02/06				23	05/13/06 - 05/26/06	Note 1 05/25/06	06/09/06	
24	05/27/06 - 06/09/06	06/12/06	06/16/06				24	05/27/06 - 06/09/06	06/09/06	06/23/06	
25	06/10/06 - 06/23/06	06/26/06	06/30/06				25	06/10/06 - 06/23/06	06/23/06	07/07/06	
26	06/24/06 - 07/07/06	07/10/06	07/14/06				26	06/24/06 - 07/07/06	Note 3 06/30/06	07/14/06	

Note 1-When three biweekly paydays occur within the month, only mandatory deductions are withheld.

Note 2-Due to the holiday(s), time reports are due EARLY.

Time reports due no later than noon on deadline date.

Monthly employees are paid on the last working day of the month.

Allow sufficient time for PANS to process through Human Resources (or appropriate Source Data Station) and Controllers for account approval.

Note 1-Due to the holiday(s), time reports are due EARLY at Student Employment Office.

Note 2-Bank ACH processing center closed on Nov 11th. Time reports are do early in order to meet direct deposit deadlines.

Note 3-Time reports due early due to fiscal year end closing.

Student time reports are due at Student Employment no later than 5:00 p.m. on the document deadline date.

NEW STUDENTS-ALLOW 4 WEEKS FOR 1ST CHECK!!

PAYROLL DEPARTMENT AND STUDENT EMPLOYMENT DEADLINES