

Hourly Biweekly Payroll Calendar for Fiscal Year 2009

| Pay Date | Pay Period Begin Date | Pay Period End Date | Student Information Forms Due to Lucille Davis* | Payroll Vouchers & Timesheets Due to Betty Mayweather* |
|------------------|-----------------------|---------------------|---|---|
| July 11, 2008 | June 19 | July 02 | Noon on June 26 <i>(early deadline)</i> | 9:00 a.m. on July 01 **Please submit both timesheets for this pay period** <i>(early deadline)</i> |
| July 25 | July 03 | July 16 | Noon on July 14 | 9:00 a.m. on July 17 |
| August 08 | July 17 | July 30 | Noon on July 28 | 9:00 a.m. on July 31 |
| August 22 | July 31 | August 13 | Noon on August 11 | 9:00 a.m. on August 14 |
| September 05 | August 14 | August 27 | Noon on August 21 <i>(early deadline)</i> | 9:00 a.m. on August 27 <i>(early deadline)</i> |
| September 19 | August 28 | September 10 | Noon on September 08 | 9:00 a.m. on September 11 |
| October 03 | September 11 | September 24 | Noon on September 22 | 9:00 a.m. on September 25 |
| October 17 | September 25 | October 08 | Noon on October 06 | 9:00 a.m. on October 09 |
| October 31 | October 09 | October 22 | Noon on October 20 | 9:00 a.m. on October 23 |
| November 14 | October 23 | November 05 | Noon on November 03 | 9:00 a.m. on November 06 |
| November 26 | November 06 | November 19 | Noon on November 13 <i>(early deadline)</i> | 9:00 a.m. on November 18 <i>(early deadline)</i> |
| December 12 | November 20 | December 03 | 9:00 a.m. on November 26 <i>(early deadline)</i> | 9:00 a.m. on December 02 <i>(early deadline)</i> |
| December 23 | December 04 | December 17 | 9:00 a.m. on December 08 <i>(early deadline)</i> | 9:00 a.m. on December 10 <i>(early deadline)</i> |
| January 09, 2009 | December 18 | December 31 | Noon on December 16 <i>(early deadline)</i> | 9:00 a.m. on December 19 <i>(early deadline)</i> |
| January 23 | January 01 | January 14 | Noon on January 09 <i>(early deadline)</i> | 9:00 a.m. on January 14 <i>(early deadline)</i> |
| February 06 | January 15 | January 28 | Noon on January 26 | 9:00 a.m. on January 29 |
| February 20 | January 29 | February 11 | Noon on February 09 | 9:00 a.m. on February 12 |
| March 06 | February 12 | February 25 | Noon on February 23 | 9:00 a.m. on February 26 |
| March 20 | February 26 | March 11 | Noon on March 09 | 9:00 a.m. on March 12 |
| April 03 | March 12 | March 25 | Noon on March 23 | 9:00 a.m. on March 26 |
| April 17 | March 26 | April 08 | Noon on April 06 | 9:00 a.m. on April 09 |
| May 01 | April 09 | April 22 | Noon on April 20 | 9:00 a.m. on April 23 |
| May 15 | April 23 | May 06 | Noon on May 04 | 9:00 a.m. on May 07 |
| May 29 | May 07 | May 20 | Noon on May 14 <i>(early deadline)</i> | 9:00 a.m. on May 20 <i>(early deadline)</i> |
| June 12 | May 21 | June 03 | Noon on June 01 | 9:00 a.m. on June 04 |
| June 26 | June 04 | June 17 | Noon on June 15 | 9:00 a.m. on June 18 |

* Dates subject to change based on University Payroll Office or Libraries departmental deadlines.