

STUDENT PAYROLL SCHEDULE (2020-2021)

PAY PERIOD DATES	SUBMISSION DATE HR DOCUMENTS DUE TO HR BY 3:00pm	SUBMISSION DATE TIME CARDS DUE TO MANAGER BY 1:00pm	SUBMISSION DATE TIME CARDS DUE TO PAYROLL BY 9:00am	PAY DATE	Holidays/Breaks
DOCUMENTS/TIME CARDS DUE EARLY					
05/09/20 - 05/22/20	05/11/20	05/22/20	05/25/20	06/05/20	
05/23/20 - 06/05/20	05/25/20	06/05/20	06/08/20	06/19/20	*Memorial Day (5/25) - University Closed
06/06/20 - 06/19/20	06/10/20	06/19/20	06/22/20	07/03/20	
06/20/20 - 07/03/20	06/24/20	07/03/20	07/06/20	07/17/20	*Independence Day (7/4) - University Closed
07/04/20 - 07/17/20	07/08/20	07/17/20	07/20/20	07/31/20	
07/18/20 - 07/31/20	07/22/20	07/31/20	08/03/20	08/14/20	
08/01/20 - 08/14/20	08/05/20	08/14/20	08/17/20	08/28/20	
08/15/20 - 08/28/20	08/19/20	08/28/20	08/31/20	09/11/20	
08/29/20 - 09/11/20	09/02/20	09/11/20	09/14/20	09/25/20	*Labor Day (9/7) - University Closed
09/12/20 - 09/25/20	09/16/20	09/25/20	09/28/20	10/09/20	
09/26/20 - 10/09/20	09/30/20	10/09/20	10/12/20	10/23/20	
10/10/20 - 10/23/20	10/14/20	10/23/20	10/26/20	11/06/20	
10/24/20 - 11/06/20	10/28/20	11/06/20	11/09/20	11/20/20	
11/07/20 - 11/20/20	11/11/20	11/22/20	11/23/20	12/04/20	*Veterans Day (11/11) - University Closed *Thanksgiving Break (11/26-11/27) - University Closed
11/21/20 - 12/04/20	11/25/20	12/04/20	12/07/20	12/18/20	
12/05/20 - 12/18/20	12/04/20	12/18/20	12/20/20	01/01/21	
12/19/20 - 01/01/21	12/18/20	01/01/21	01/04/21	01/15/21	*Christmas Holiday (12/24 & 12/25) - University Closed *Winter Break (12/26-12/31) - University Closed *New Year (1/1/21) - University Closed
01/02/21 - 01/15/21	01/01/21	01/15/21	01/18/21	01/29/21	
01/16/21 - 01/29/21	01/15/21	01/29/21	02/01/21	02/12/21	*Martin Luther King Day (1/18) - University Closed
01/30/21 - 02/12/21	01/29/21	02/12/21	02/15/21	02/26/21	
02/13/21 - 02/26/21	02/12/21	02/26/21	03/01/21	03/12/21	
02/27/21 - 03/12/21	02/26/21	03/13/21	03/16/21	03/26/21	
03/13/21 - 03/26/21	03/12/21	03/26/21	03/29/21	04/09/21	
03/27/21 - 04/09/21	03/26/21	04/09/21	04/12/21	04/23/21	
04/10/21 - 04/23/21	04/09/21	04/23/21	04/26/21	05/07/21	
04/24/21 - 05/07/21	04/23/21	05/07/21	05/10/21	05/21/21	
05/08/21 - 05/21/21	05/07/21	05/21/21	05/29/21	06/04/21	
05/22/21 - 06/04/21	05/21/21	06/04/21	06/07/21	06/18/21	*Memorial Day (5/25) - University Closed
06/05/21 - 06/18/21	06/04/21	06/18/21	06/21/21	07/02/21	
06/19/21 - 07/02/21	06/18/21	07/02/21	07/05/21	07/16/21	*Independence Day (7/4) - University Closed
07/03/21 - 07/16/21	07/02/21	07/16/21	07/19/21	07/30/21	
07/17/21 - 07/30/21	07/16/21	07/30/21	08/02/21	08/13/21	
07/31/21 - 08/13/21	07/30/21	08/13/21	08/16/21	08/27/21	
OBSERVED HOLIDAYS/BREAKS					
Memorial Day - May 25, 2020			Winter Break - December 26-31, 2020		
Independence Day - July 4, 2020			New Year - January 1, 2021		
Labor Day - September 7, 2020			Martin Luther King Day - January 18, 2021		
Veterans Day - November 11, 2020			Memorial Day - May 25, 2021		
Thanksgiving - November 26-27, 2020			Independence Day - July 4, 2021		
Christmas - December 24 & 25, 2020					