



2021 PAYROLL & TIMECARD SCHEDULE

PAY PERIOD ENDING DATE	TIMECARDS DUE TO THE PAYROLL DEPARTMENT BY NO LATER THAN 5:00 PM	APPROVED EPAF DUE DATE - EPAF APPROVED AND READY FOR PROCESSING	PAYROLL RUN DATE	PAY DATE
12/31/2020	12/18/2020	01/04/2021	01/06/2021	01/08/2021
01/15/2021	01/12/2021	01/19/2021	01/21/2021	01/25/2021
01/31/2021	01/29/2021	02/07/2021	02/08/2021	02/10/2021
02/15/2021	02/12/2021	02/22/2021	02/23/2021	02/25/2021
02/28/2021	02/26/2021	03/04/2021	03/08/2021	03/10/2021
03/15/2021	03/15/2021	03/19/2021	03/23/2021	03/25/2021
03/31/2021	03/29/2020	04/05/2021	04/07/2021	04/09/2021
04/15/2021	04/13/2021	04/19/2021	04/21/2021	04/23/2021
04/30/2021	04/28/2020	05/04/2021	05/06/2021	05/10/2021
05/15/2021	05/13/2021	05/19/2021	05/21/2021	05/25/2021
05/31/2021	05/28/2021	06/04/2021	06/08/2021	06/10/2021
06/15/2021	06/14/2021	06/21/2021	06/23/2021	06/25/2021
06/30/2021	06/28/2021	07/05/2021	07/07/2021	07/09/2021
07/15/2021	07/13/2021	07/19/2021	07/21/2021	07/23/2021
07/31/2021	07/28/2021	08/04/2021	08/06/2021	08/10/2021
08/15/2021	08/13/2021	08/19/2021	08/23/2021	08/25/2021
08/31/2021	08/30/2021	09/06/2021	09/08/2021	09/10/2021
09/15/2021	09/14/2021	09/20/2021	09/22/2021	09/24/2021
09/30/2021	09/28/2021	10/04/2021	10/06/2021	10/08/2021
10/15/2021	10/14/2021	10/19/2021	10/21/2021	10/25/2021
10/31/2021	10/29/2021	11/04/2021	11/08/2021	11/10/2021
11/15/2021	11/12/2021	11/18/2021	11/22/2021	11/24/2021
11/30/2021	11/29/2021	12/06/2021	12/08/2021	12/10/2021
12/15/2021	12/10/2021**	12/15/2021	12/17/2021	12/21/2021
12/31/2021	12/20/2021**	01/04/2022	01/06/2022	01/10/2022

PLEASE NOTE: ALL TIMECARDS ARE SUBMITTED TO THE PAYROLL DEPARTMENT TWICE A MONTH BY THE DUE DATE TO ENSURE A TIMELY PAYCHECK OR DIRECT DEPOSIT PAYMENT. CALENDAR IS SUBJECT TO CHANGES. **TIME CARDS TO BE SUBMITTED EARLY DUE TO UNIVERSITY HOLIDAY CLOSURE.