

## BIWEEKLY PAY PERIODS, PAY DATES AND DEADLINES FOR TIME AND ATTENDANCE SUBMISSIONS

Pay Period Dates		Approved and submitted to payroll	Paycheck Date
Start	End		
08/15/11	08/28/11	08/29/11	09/09/11
08/29/11	09/11/11	09/12/11	09/23/11
09/12/11	09/25/11	09/26/11	10/07/11
09/26/11	10/09/11	10/10/11	10/21/11
10/10/11	10/23/11	10/24/11	11/04/11
10/24/11	11/06/11	11/07/11	11/18/11
11/07/11	11/20/11	11/21/11	12/02/11
11/21/11	12/04/11	12/05/11	12/16/11
12/05/11	12/18/11	12/19/11	12/30/11
12/19/11	01/01/12	01/04/12 Wednesday due to winter recess	01/13/12
01/02/12	01/15/12	01/17/12 Tuesday due to Martin Luther King, Jr. Day	01/27/12
01/16/12	01/29/12	01/30/12	02/10/12
01/30/12	02/12/12	02/13/12	02/24/12
02/13/12	02/26/12	02/27/12	03/09/12
02/27/12	03/11/12	03/12/12	03/23/12
03/12/12	03/25/12	03/26/12	04/06/12
03/26/12	04/08/12	04/09/12	04/20/12
04/09/12	04/22/12	04/23/12	05/04/12
04/23/12	05/06/12	05/07/12	05/18/12
05/07/12	05/20/12	05/21/12	06/01/12
05/21/12	06/03/12	06/04/12	06/15/12
06/04/12	06/17/12	06/18/12	06/29/12
06/18/12	07/01/12	07/02/12	07/13/12
07/02/12	07/15/12	07/16/12	07/27/12
07/16/12	07/29/12	07/30/12	08/10/12
07/30/12	08/12/12	08/13/12	08/24/12

**Notes:**

- Unless otherwise indicated, all deadline dates fall on Monday.
- Unless otherwise indicated, all deadline pay dates fall on Friday.
- Fill in your attendance each day you work. Your supervisor will review, approve and submit your attendance at the end of each payroll period in accordance with the above Payroll Deadline Schedule. If your approved attendance is not received in accordance with this schedule, your payment may be delayed until the next payday.