Financial Operations & Treasury: Controller's Division: Payroll Department

2022 HOLIDAY SCHEDULE
TIME SHEET APPROVER & PAYROLL SCHEDULE

TIME SHEET APPROVAL DEADLINE

Mon 12/5/22 5:00PM  DEADLINE FOR BIWEEKLY PAYDATE 12/16/22 TIMESHEET APPROVAL
Mon 12/12/22 5:00PM  DEADLINE FOR WEEKLY PAYDATE 12/16/22 TIMESHEET APPROVAL
MON 12/19/22 5:00PM  DEADLINE FOR WEEKLY PAYDATE 12/23/22 TIMESHEET APPROVAL
MON 12/19/22 5:00PM  DEADLINE FOR BIWEEKLY PAYDATE 12/30/22 TIMESHEET APPROVAL
MON 12/26/22 5:00PM  DEADLINE FOR WEEKLY PAYDATE 12/30/22 TIMESHEET APPROVAL

PAYMENT DETAILS

12/16/2022 WEEKLY & BIWEEKLY PAY DATE:

- BURSAR PICK-UP (383 LAFAYETTE ONLY): 12/16/2022

12/23/2022 WEEKLY PAY DATE:

  BURSAR PICK-UP (383 LAFAYETTE ONLY): 12/22/2022 Regular Hours

12/30/2022 WEEKLY & BIWEEKLY PAY DATE:

  BURSAR PICK-UP (383 LAFAYETTE ONLY): 12/30/2022 10:00AM - 4:00 PM

1/1/2023 SEMIMONTHLY STUDENT PAY DATE:

- CHECKS MAY BE PICKED UP 12/22/2022 Regular Hours
- BURSAR PICK-UP (383 LAFAYETTE ONLY):
  12/27/2022 10:00 AM - 4:00 PM & 12/30/2022 10:00 AM - 4:00 PM
- DIRECT DEPOSIT FUNDS AVAILABLE 1/3/2023 (at the latest depending on your bank)

Please note:
To reduce the need to pick up the check(s) in person, please email us at bursar.studentaccounts@nyu.edu and provide a valid mailing address where you would like the check(s) to be mailed.
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1/1/2023 SEMIMONTHLY EMPLOYEE & MONTHLY PAY DATE:

- PAYMENT DATE: 1/1/23 (check must be dated January as this is the first payment of 2023)
- CHECKS MAILED: 12/23/22 (latest)
- DIRECT DEPOSIT FUNDS AVAILABLE 1/3/23 (at the latest depending on your bank)

UNCLAIMED CHECKS
Please ensure all 2022 unclaimed checks are delivered to Bursar immediately.

DIRECT DEPOSIT OPPORTUNITY!
Please consider participation in NYU's Direct Deposit program to ensure timely payments during holidays and inclement weather.