

## MONTHLY PAYROLL SCHEDULE 2018

Pay Period ID	Pay Period Begin Date	Pay Period End Date	Pay Date	Payroll Timecard Deadline-10 a.m.	Provost Faculty Contract Deadline-5 p.m.	HR Faculty Contract Deadline-5 p.m.	HR Staff Paperwork Deadline-Noon
M1801	01/01/18	01/31/18	01/26/18	01/17/18	<b>12/15/17</b>	01/15/18	01/15/18
M1802	02/01/18	02/28/18	02/26/18	02/16/18	01/12/18	02/13/18	02/13/18
M1803	03/01/18	03/31/18	03/26/18	03/16/18	02/16/18	03/13/18	03/13/18
M1804	04/01/18	04/30/18	04/26/18	04/17/18	03/16/18	04/13/18	04/13/18
M1805	05/01/18	05/31/18	05/25/18	05/17/18	04/13/18	05/14/18	05/14/18
M1806	06/01/18	06/30/18	06/26/18	06/15/18	05/18/18	06/13/18	06/13/18
M1807	07/01/18	07/31/18	07/26/18	07/17/18	06/15/18	07/13/18	07/13/18
M1808	08/01/18	08/31/18	08/24/18	08/17/18	07/13/18	08/06/18	08/06/18
M1809	09/01/18	09/30/18	09/26/18	09/17/18	08/10/18	09/13/18	09/13/18
M1810	10/01/18	10/31/18	10/26/18	10/17/18	09/14/18	10/12/18	10/12/18
M1811	11/01/18	11/30/18	11/26/18	11/14/18	10/12/18	11/08/18	11/08/18
M1812	12/01/18	12/31/18	12/21/18	12/14/18	11/09/18	12/07/18	12/07/18
M1901	01/01/19	01/31/19	01/25/19	01/17/19	12/14/18	01/10/18	01/10/18

**\*\*Important Dates for 2019**

Monthly HR faculty paperwork deadlines are not based solely on payroll processing deadlines, and allow for periods of heavy volume and the additional steps involved with faculty hires. These deadlines allow HR, Payroll, and associated academic departments sufficient time to process faculty contract payments.

Monthly HR staff paperwork deadlines are based on payroll processing deadlines.