

## Bi-Weekly Payroll and HRIS Calendar Fiscal Year 2017

*The calendar established below is done well in advance of payroll processing and therefore, subject to change.*

*Any changes to due dates, pay dates, or processing dates will be communicated via email to all Time Approvers and Business Managers*

July 2016						
S	M	T	W	T	F	S
2016BW14					1	2
2016BW15	3	4	5	6	7	8
2016BW15	10	11	12	13	14	15
2016BW16	17	18	19	20	21	22
2016BW16	24	25	26	27	28	29
2016BW17	31					

August 2016						
S	M	T	W	T	F	S
2016BW17		1	2	3	4	5
2016BW17	7	8	9	10	11	12
2016BW18	14	15	16	17	18	19
2016BW18	21	22	23	24	25	26
2016BW19	28	29	30	31		

September 2016						
S	M	T	W	T	F	S
2016BW19					1	2
2016BW19	4	5	6	7	8	9
2016BW20	11	12	13	14	15	16
2016BW20	18	19	20	21	22	23
2016BW21	25	26	27	28	29	30

October 2016						
S	M	T	W	T	F	S
2016BW21						1
2016BW21	2	3	4	5	6	7
2016BW22	9	10	11	12	13	14
2016BW22	16	17	18	19	20	21
2016BW23	23	24	25	26	27	28
2016BW23	30	31				

November 2016						
S	M	T	W	T	F	S
2016BW23			1	2	3	4
2016BW24	6	7	8	9	10	11
2016BW24	13	14	15	16	17	18
2016BW25	20	21	22	23*	24	25
2016BW25	27	28	29	30		

December 2016						
S	M	T	W	T	F	S
2016BW25					1	2
2016BW26	4	5	6	7	8	9
2016BW26	11	12	13	14	15	16
2016BW27	18	19	20	21	22	23
2016BW27	25	26	27	28	29	30

\* = 1/2 day

January 2017						
S	M	T	W	T	F	S
2017BW1	1	2	3	4	5	6
2017BW1	8	9	10	11	12	13
2017BW2	15	16	17	18	19	20
2017BW2	22	23	24	25	26	27
2017BW3	29	30	31			

February 2017						
S	M	T	W	T	F	S
2017BW3				1	2	3
2017BW3	5	6	7	8	9	10
2017BW4	12	13	14	15	16	17
2017BW4	19	20	21	22	23	24
2017BW5	26	27	28			

March 2017						
S	M	T	W	T	F	S
2017BW5				1	2	3
2017BW5	5	6	7	8	9	10
2017BW6	12	13	14	15	16	17
2017BW6	19	20	21	22	23	24
2017BW7	26	27	28	29	30	31

April 2017						
S	M	T	W	T	F	S
2017BW7						1
2017BW7	2	3	4	5	6	7
2017BW8	9	10	11	12	13	14
2017BW8	16	17	18	19	20	21
2017BW9	23	24	25	26	27	28
2017BW9	30					

May 2017						
S	M	T	W	T	F	S
2017BW9		1	2	3	4	5
2017BW10	7	8	9	10	11	12
2017BW10	14	15	16	17	18	19
2017BW11	21	22	23	24	25	26
2017BW11	28	29	30	31		

June 2017						
S	M	T	W	T	F	S
2017BW11					1	2
2017BW12	4	5	6	7	8	9
2017BW12	11	12	13	14	15	16
2017BW13	18	19	20	21	22	23
2017BW13	25	26	27	28	29	30

## Paydays

## University Holiday



Time Sheets Due (Payroll records are locked at 8am the day after this date)

EPAF's due to HRIS

Time Reporting Change Forms Due