

2023-2024 BIWEEKLY PAYROLL SCHEDULE

Pay Date		Pay Period					
Summer 2023	2-Jun	13-May	to	26-May	NOTE** Deadline – Please approve all time by 10am Tuesday, May 30 th .		
	16-Jun	27-May	to	09-Jun			
	30-Jun	10-Jun	to	23-Jun			
	14-Jul	24-Jun	to	07-Jul			
	28-Jul	08-Jul	to	21-Jul			
	11-Aug	22-Jul	to	04-Aug			
	25-Aug	05-Aug	to	18-Aug			
	Fall	8-Sep	19-Aug	to		01-Sep	NOTE** Deadline – Please approve all time by 10am Tuesday, September 5 th .
22-Sep		02-Sep	to	15-Sep			
6-Oct		16-Sep	to	29-Sep			
20-Oct		30-Sep	to	13-Oct			
3-Nov		14-Oct	to	27-Oct			
17-Nov		28-Oct	to	10-Nov			
1-Dec		11-Nov	to	24-Nov			
15-Dec		25-Nov	to	08-Dec			
29-Dec		09-Dec	to	22-Dec	Note**Please review pay period memo concerning cut-offs for hours being paid on December 29 th .		
2024		12-Jan	23-Dec	to		05-Jan	
Spring		26-Jan	06-Jan	to		19-Jan	
		09-Feb	20-Jan	to		02-Feb	
	23-Feb	03-Feb	to	16-Feb			
	08-Mar	17-Feb	to	01-Mar			
	22-Mar	02-Mar	to	15-Mar			
	5-Apr	16-Mar	to	29-Mar			
	19-Apr	30-Mar	to	12-Apr			
	3-May	13-Apr	to	26-Apr			
17-May	27-Apr	to	10-May	NOTE** Deadline – Please approve all time by 10am Tuesday, May 28 th .			
31-May	11-May	to	24-May				

All time must be approved in the Time and Labor system by noon each Monday for the prior week