

## Hourly & Adjunct Employee Payroll Schedule

Deadline to HR New Hires or New Assignments	Deadline to HR Existing Assignments updated by Campus	Hourly Paylines Open (Lockdown for manual checks for EE's with hourly position)	Employee Deadline to enter time	Manager Deadline to approve time	Payroll Transmittal	Paydate	Pay Period #
Wednesday, November 27, 2019	Thursday, December 12, 2019	Monday, December 16, 2019	Friday, December 20, 2019	Thursday, January 02, 2020	Tuesday, January 07, 2020	Friday, January 10, 2020	1
Thursday, January 02, 2020	Monday, January 20, 2020	Wednesday, January 22, 2020	Friday, January 31, 2020	Monday, February 03, 2020	Wednesday, February 05, 2020	Monday, February 10, 2020	2
Friday, January 31, 2020	Tuesday, February 18, 2020	Thursday, February 20, 2020	Monday, March 02, 2020	Tuesday, March 03, 2020	Thursday, March 05, 2020	Tuesday, March 10, 2020	3
Tuesday, March 03, 2020	Monday, March 23, 2020	Tuesday, March 24, 2020	Wednesday, April 01, 2020	Thursday, April 02, 2020	Tuesday, April 07, 2020	Friday, April 10, 2020	4
Tuesday, March 31, 2020	Thursday, April 16, 2020	Tuesday, April 21, 2020	Thursday, April 30, 2020	Friday, May 01, 2020	Tuesday, May 05, 2020	Friday, May 08, 2020	5
Friday, May 01, 2020	Wednesday, May 20, 2020	Friday, May 22, 2020	Tuesday, June 02, 2020	Wednesday, June 03, 2020	Friday, June 05, 2020	Wednesday, June 10, 2020	6
Tuesday, June 02, 2020	Friday, June 19, 2020	Tuesday, June 23, 2020	Wednesday, July 01, 2020	Thursday, July 02, 2020	Tuesday, July 07, 2020	Friday, July 10, 2020	7
Wednesday, July 01, 2020	Monday, July 20, 2020	Wednesday, July 22, 2020	Friday, July 31, 2020	Monday, August 03, 2020	Wednesday, August 05, 2020	Monday, August 10, 2020	8
Friday, July 31, 2020	Wednesday, August 19, 2020	Friday, August 21, 2020	Tuesday, September 01, 2020	Wednesday, September 02, 2020	Monday, September 07, 2020	Thursday, September 10, 2020	9
Tuesday, September 01, 2020	Friday, September 18, 2020	Tuesday, September 22, 2020	Wednesday, September 30, 2020	Thursday, October 01, 2020	Tuesday, October 06, 2020	Friday, October 09, 2020	10
Thursday, October 01, 2020	Tuesday, October 20, 2020	Thursday, October 22, 2020	Monday, November 02, 2020	Tuesday, November 03, 2020	Thursday, November 05, 2020	Tuesday, November 10, 2020	11
Monday, November 02, 2020	Friday, November 20, 2020	Monday, November 23, 2020	Tuesday, December 01, 2020	Wednesday, December 02, 2020	Monday, December 07, 2020	Thursday, December 10, 2020	12
Tuesday, November 24, 2020	Friday, December 11, 2020	Monday, January 04, 2021	Wednesday, December 23, 2020	Monday, January 04, 2021	Wednesday, January 06, 2021	Friday, January 08, 2021	13