

Hourly & Adjunct Employee Payroll Schedule

Deadline to HR New Hires or New Assignments	Deadline to HR -Revisions to Existing Assignments	Deadline to Request Manual Checks	Hourly Paylines Open	Employee Deadline to enter time	Manager Deadline to approve time	Payroll Transmittal	Paydate	Pay Period #
Thursday, November 25, 2021	Wednesday, December 15, 2021	Wednesday, December 15, 2021	Monday, January 3, 2022	Thursday, December 16, 2021	Friday, December 17, 2021	Wednesday, January 5, 2022	Monday, January 10, 2022	1
Tuesday, January 4, 2022	Thursday, January 27, 2022	Thursday, January 20, 2022	Monday, January 31, 2022	Tuesday, February 1, 2022	Wednesday, February 2, 2022	Monday, February 7, 2022	Thursday, February 10, 2022	2
Thursday, January 27, 2022	Thursday, February 24, 2022	Thursday, February 17, 2022	Monday, February 28, 2022	Tuesday, March 1, 2022	Wednesday, March 2, 2022	Monday, March 7, 2022	Thursday, March 10, 2022	3
Monday, February 28, 2022	Friday, March 25, 2022	Tuesday, March 22, 2022	Tuesday, March 29, 2022	Thursday, March 31, 2022	Friday, April 1, 2022	Tuesday, April 5, 2022	Friday, April 8, 2022	4
Thursday, March 31, 2022	Tuesday, April 26, 2022	Wednesday, April 20, 2022	Thursday, April 28, 2022	Friday, April 29, 2022	Monday, May 2, 2022	Thursday, May 5, 2022	Tuesday, May 10, 2022	5
Monday, May 2, 2022	Friday, May 27, 2022	Friday, May 20, 2022	Tuesday, May 31, 2022	Wednesday, June 1, 2022	Thursday, June 2, 2022	Tuesday, June 7, 2022	Friday, June 10, 2022	6
Friday, May 27, 2022	Friday, June 24, 2022	Friday, June 17, 2022	Tuesday, June 28, 2022	Thursday, June 30, 2022	Friday, July 1, 2022	Tuesday, July 5, 2022	Friday, July 8, 2022	7
Friday, July 1, 2022	Wednesday, July 27, 2022	Wednesday, July 20, 2022	Friday, July 29, 2022	Monday, August 1, 2022	Tuesday, August 2, 2022	Friday, August 5, 2022	Wednesday, August 10, 2022	8
Tuesday, August 2, 2022	Friday, August 26, 2022	Monday, August 22, 2022	Tuesday, August 30, 2022	Wednesday, August 31, 2022	Thursday, September 1, 2022	Tuesday, September 6, 2022	Friday, September 9, 2022	9
Tuesday, August 30, 2022	Friday, September 23, 2022	Wednesday, September 21, 2022	Tuesday, September 27, 2022	Friday, September 30, 2022	Monday, October 3, 2022	Tuesday, October 4, 2022	Friday, October 7, 2022	10
Monday, October 3, 2022	Thursday, October 27, 2022	Thursday, October 20, 2022	Monday, October 31, 2022	Tuesday, November 1, 2022	Wednesday, November 2, 2022	Monday, November 7, 2022	Thursday, November 10, 2022	11
Tuesday, November 1, 2022	Wednesday, November 23, 2022	Wednesday, November 16, 2022	Tuesday, November 29, 2022	Wednesday, November 30, 2022	Thursday, December 1, 2022	Tuesday, December 6, 2022	Friday, December 9, 2022	12
Monday, November 28, 2022	Thursday, December 22, 2022	Wednesday, December 7, 2022	Monday, January 2, 2023	Thursday, December 15, 2022	Friday, December 16, 2022	Thursday, January 5, 2023	Tuesday, January 10, 2023	13