



## 2021-2022 Payroll Calendar

**Employees:** Time Sheets Submitted to supervisor by 5:00 PM the last day worked in the pay period (15th and Last day of month).

**Supervisors:** Time sheets Approved /submitted to payroll by 5:00 PM the first business day after pay period ends (1st and 16th).

**Pay Dates:** 10th and 25th of each month. Saturdays roll back to Friday and Sundays roll to Monday.

**Late Submittals:** Timesheets submitted late are not guaranteed to be paid until the following pay date.

Pay Period		Employee Timesheets submitted by	Pay Date
Start	End		
01/01/22	01/15/22	1/15/22 5:00 PM	Tuesday, January 25, 2022
01/16/22	01/31/22	1/31/22 5:00 PM	Thursday, February 10, 2022
02/01/22	02/15/22	2/15/22 5:00 PM	Friday, February 25, 2022
02/16/22	02/28/22	2/28/22 5:00 PM	Thursday, March 10, 2022
03/01/22	03/15/22	3/15/22 5:00 PM	Friday, March 25, 2022
03/16/22	03/31/22	3/31/22 5:00 PM	Monday, April 11, 2022
04/01/22	04/15/22	4/15/22 5:00 PM	Monday, April 25, 2022
04/16/22	04/30/22	4/30/22 5:00 PM	Tuesday, May 10, 2022
05/01/22	05/15/22	5/15/22 5:00 PM	Wednesday, May 25, 2022
05/16/22	05/31/22	5/31/22 5:00 PM	Friday, June 10, 2022
06/01/22	06/15/22	6/15/22 5:00 PM	Friday, June 24, 2022
06/16/22	06/30/22	6/30/22 5:00 PM	Monday, July 11, 2022
07/01/22	07/15/22	7/15/22 5:00 PM	Monday, July 25, 2022
07/16/22	07/31/22	7/31/22 5:00 PM	Wednesday, August 10, 2022
08/01/22	08/15/22	8/15/22 5:00 PM	Thursday, August 25, 2022
08/16/22	08/31/22	8/31/22 5:00 PM	Friday, September 9, 2022
09/01/22	09/15/22	9/15/22 5:00 PM	Monday, September 26, 2022
09/16/22	09/30/22	9/30/22 5:00 PM	Friday, October 7, 2022
10/01/22	10/15/22	10/15/22 5:00 PM	Tuesday, October 25, 2022
10/16/22	10/31/22	10/31/22 5:00 PM	Thursday, November 10, 2022
11/01/22	11/15/22	11/15/22 5:00 PM	Wednesday, November 23, 2022
11/16/22	11/30/22	11/30/22 5:00 PM	Friday, December 9, 2022
12/01/22	12/15/22	12/15/22 5:00 PM	Friday, December 23, 2022
12/16/22	12/31/22	12/31/22 5:00 PM	Tuesday, January 10, 2023

## 2022 Special Assignment due dates

Pay Period			
Start	End	Mid Quarter Special Assignment and Stipends Submit to HR by end of Day	Pay Date
01/01/22 - 01/15/22		Friday, January 7, 2022	Tuesday, January 25, 2022
01/16/22 - 01/31/22		Monday, January 24, 2022	Thursday, February 10, 2022
02/01/22 - 02/15/22		Tuesday, February 8, 2022	Friday, February 25, 2022
02/16/22 - 02/28/22		Monday, February 21, 2022	Thursday, March 10, 2022
03/01/22 - 03/15/22		Tuesday, March 8, 2022	Friday, March 25, 2022
03/16/22 - 03/31/22		Thursday, March 24, 2022	Monday, April 11, 2022
04/01/22 - 04/15/22		Friday, April 8, 2022	Monday, April 25, 2022
04/16/22 - 04/30/22		Friday, April 22, 2022	Tuesday, May 10, 2022
05/01/22 - 05/15/22		Friday, May 6, 2022	Wednesday, May 25, 2022
05/16/22 - 05/31/22		Tuesday, May 24, 2022	Friday, June 10, 2022
06/01/22 - 06/15/22		Wednesday, June 8, 2022	Friday, June 24, 2022
06/16/22 - 06/30/22		Thursday, June 23, 2022	Monday, July 11, 2022
07/01/22 - 07/15/22		Friday, July 8, 2022	Monday, July 25, 2022
07/16/22 - 07/31/22		Friday, July 22, 2022	Wednesday, August 10, 2022
08/01/22 - 08/15/22		Monday, August 8, 2022	Thursday, August 25, 2022
08/16/22 - 08/31/22		Tuesday, August 23, 2022	Friday, September 9, 2022
09/01/22 - 09/15/22		Thursday, September 8, 2022	Monday, September 26, 2022
09/16/22 - 09/30/22		Saturday, September 24, 2022	Friday, October 7, 2022
10/01/22 - 10/15/22		Friday, October 7, 2022	Tuesday, October 25, 2022
10/16/22 - 10/31/22		Monday, October 24, 2022	Thursday, November 10, 2022
11/01/22 - 11/15/22		Tuesday, November 8, 2022	Wednesday, November 23, 2022
11/16/22 - 11/30/22		Wednesday, November 23, 2022	Friday, December 9, 2022
12/01/22 - 12/15/22		Thursday, December 8, 2022	Friday, December 23, 2022
12/16/22 - 12/31/22		Friday, December 23, 2022	Tuesday, January 10, 2023