

PRELIMINARY

FY 2017 Payroll Schedule Monthly Employees

Payroll Period	eTime Due	Personnel/Payroll Maintenance Changes Due	Paycheck Issue Date	Pay Run ID
July	July 8	July 14	July 29	736
August	August 11	August 16	August 31	836
September	September 8	September 15	September 30	936
October	October 10	October 14	October 31	036
November	November 9	November 11	November 30	N36
December	December 5	December 6	December 30	D35
December Faculty	December 5	December 6	December 16	D46

Monthly eTime is reported one month in arrears. Please remember to edit and approve the appropriate time period in eTime.

Please note the highlighted dates as they differ from the general deadline/due date schedule.

**Part-time faculty, graduate assistants, and graduate research assistants are paid with faculty payrolls.*

ALL PAYROLL DATES, DUE DATES, AND MAINTENANCE SCHEDULES ARE SUBJECT TO CHANGE BY HR & SHARED SERVICES