

Calendar Year 2023 Student & Biweekly Payroll Schedule

PAY NO.		PAY DATE	PAY PERIOD		*DEADLINE FOR ADDING/DELETING TO PAYROLL	ELECTRONIC ST TIMESHEET DUE DATE/DUE BY 10:00AM	BW TIMESHEETS & RECAPS DUE BY 4:30	
			BEGINNING	ENDING				
14	14ST	7/7/2023	6/17/2023	7/7/2023	6/27/2023		6/28/2023	
14	14BW	7/14/2023	6/24/2023	7/7/2023	7/5/2023		7/6/2023	
15	15 ST & BW	7/28/2023	7/8/2023	7/21/2023	7/19/2023		7/20/2023	
16	16 ST & BW	8/11/2023	7/22/2023	8/4/2023	8/2/2023	8/7/2023	8/3/2023	
17	17 ST & BW	8/25/2023	8/5/2023	8/18/2023	8/16/2023	8/21/2023	8/17/2023	
18	18 ST & BW	9/8/2023	8/19/2023	9/1/2023	8/29/2023 **	9/1/2023 **	8/30/2023 **	Labor Day (September 4)
19	19 ST & BW	9/22/2023	9/2/2023	9/15/2023	9/13/2023	9/18/2023	9/14/2023	
20	20 ST & BW	10/6/2023	9/16/2023	9/29/2023	9/27/2023	10/2/2023	9/28/2023	
21	21 ST & BW	10/20/2023	9/30/2023	10/13/2023	10/11/2023	10/16/2023	10/12/2023	
22	22 ST & BW	11/3/2023	10/14/2023	10/27/2023	10/25/2023	10/30/2023	10/26/2023	
23	23 ST & BW	11/17/2023	10/28/2023	11/10/2023	11/8/2023	11/13/2023	11/9/2023	
24	24 ST & BW	12/1/2023	11/11/2023	11/24/2023	11/17/2023 **	11/27/2023	11/20/2023 **	Thanksgiving+2 (November 22-23-24)
25	25 ST & BW	12/15/2023	11/25/2023	12/8/2023	12/6/2023	12/11/2023	12/7/2023	
26	26 ST & BW	12/29/2023	12/9/2023	12/22/2023	12/13/2023 **	12/15/2023 **	12/14/2023 **	Break - 12/23/23 - 1/1/24

*All payroll data from departments, excluding timesheets and recaps, is due by 4:30 PM on these dates, unless the calendar

**Accelerated deadline due to holiday, subject to change. Holiday memo will be sent prior to deadlines.

7/12/2023

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