

SEMI MONTHLY PAYROLL SCHEDULE 2017 - 2018

Year	SM #	END OF PAY PERIOD	STUDENT SUBMISSION DEADLINE	APPROVAL DEADLINE	PAYDATE
2017	15	7/31/2017	8/2/2017	8/5/2017	8/15/2017
2017	16	8/15/2017	8/17/2017	8/20/2017	8/31/2017
2017	17	8/31/2017	9/2/2017	9/5/2017	9/15/2017
2017	18	9/15/2017	9/17/2017	9/20/2017	9/29/2017
2017	19	9/30/2017	10/2/2017	10/5/2017	10/13/2017
2017	20	10/15/2017	10/17/2017	10/20/2017	10/31/2017
2017	21	10/31/2017	11/2/2017	11/5/2017	11/15/2017
2017	22	11/15/2017	11/15/2017***	11/17/2017***	11/30/2017
2017	23	11/30/2017	12/2/2017	12/5/2017	12/15/2017
2017	24	12/15/2017	12/15/2017***	12/17/2017***	12/29/2017
2018	1	12/31/2017	1/2/2018	1/5/2018	1/15/2018
2018	2	1/15/2018	1/17/2018	1/20/2018	1/31/2018
2018	3	1/31/2018	2/2/2018	2/5/2018	2/15/2018
2018	4	2/15/2018	2/17/2018	2/20/2018	2/28/2018
2018	5	2/29/2018	3/2/2018	3/5/2018	3/15/2018
2018	6	3/15/2018	3/17/2018	3/20/2018	3/30/2018
2018	7	3/31/2018	4/2/2018	4/5/2018	4/15/2018
2018	8	4/15/2018	4/17/2018	4/20/2018	4/30/2018
2018	9	4/30/2018	5/2/2018	5/5/2018	5/15/2018
2018	10	5/15/2018	5/17/2018	5/20/2018	5/31/2018
2018	11	5/31/2018	6/2/2018	6/5/2018	6/15/2018
2018	12	6/15/2018	6/17/2018	6/20/2018	6/29/2018
2018	13	6/30/2018	7/2/2018	7/5/2018	7/15/2018
2018	14	7/15/2018	7/17/2018	7/20/2018	7/31/2018

***Indicates early submission and approval required so paychecks can be process prior to break.

As a general rule, students have two calendar days to submit their timesheet and supervisors have five calendar days to approve. The payroll office will communicate with students and supervisors if additional days will be authorized.