

**SCHEDULE OF PAY PERIODS AND PAY DATES
PART-TIME FACULTY, STUDENTS, TEMPS, STAFF
FISCAL YEAR 2017**

B2

SCHEDULE	PAY PERIOD	PAYDAY	WORKDAYS	COLLEGE		WEB TIME DEADLINE	
				CLOSED	DAYS	WEB AVAILABLE	- NOON
29	06/25/16 - 07/08/16	07/15/16	9		1	06/29/16 W	07/08/16 TH
31	07/09/16 - 07/22/16	07/29/16	10			07/13/16 W	07/22/16 F
33	07/23/16 - 08/05/16	08/12/16	10			07/27/16 W	08/05/16 F
35	08/06/16 - 08/19/16	08/26/16	10			08/10/16 W	08/19/16 F
37	08/20/16 - 09/02/16	09/09/16	10			08/24/16 W	09/01/16 TH
39	09/03/16 - 09/16/16	09/23/16	9		1	09/07/16 W	09/16/16 F
41	09/17/16 - 09/30/16	10/07/16	10			09/21/16 W	09/30/16 F
43	10/01/16 - 10/14/16	10/21/16	10			10/05/16 W	10/14/16 F
45	10/15/16 - 10/28/16	11/04/16	10			10/19/16 W	10/28/16 F
47	10/29/16 - 11/11/16	11/18/16	10			11/02/16 W	11/11/16 F
49	11/12/16 - 11/25/16	12/02/16	8		2	11/16/16 W	11/23/16 W
51	11/26/16 - 12/09/16	12/16/16	10			11/30/16 W	12/09/16 F
53	12/10/16 - 12/23/16	12/30/16	10			12/14/16 W	12/21/16 W
3	12/24/16 - 01/06/17	01/13/17	4		6	12/28/16 W	01/06/17 F
5	01/07/17 - 01/20/17	01/27/17	9		1	01/11/17 W	01/20/17 F
7	01/21/17 - 02/03/17	02/10/17	10			01/25/17 W	02/03/17 F
9	02/04/17 - 02/17/17	02/24/17	10			02/08/17 W	02/17/17 F
11	02/18/17 - 03/03/17	03/10/17	10			02/22/17 W	03/03/17 F
13	03/04/17 - 03/17/17	03/24/17	8		2	03/08/17 W	03/15/17 W
15	03/18/17 - 03/31/17	04/07/17	10			03/22/17 W	03/31/17 F
17	04/01/17 - 04/14/17	04/21/17	10			04/05/17 W	04/14/17 F
19	04/15/17 - 04/28/17	05/05/17	10			04/19/17 W	04/28/17 F
21	04/29/17 - 05/12/17	05/19/17	10			05/03/17 W	05/12/17 F
23	05/13/17 - 05/26/17	06/02/17	10			05/17/17 W	05/26/17 F
25	05/27/17 - 06/09/17	06/16/17	9		1	05/31/17 W	06/09/17 F
27	06/10/17 - 06/23/17	06/30/17	10			06/14/17 W	06/23/17 F
29	06/24/17 - 07/07/17	07/14/17	9		1	06/28/17 W	07/07/17 F

- A Early deadline due to Labor Day Holiday
- B Early deadline due to Thanksgiving Holiday
- C Early deadline due to Winter Break
- D Early deadline due to Spring Break

NOTES: Academic Year: 8/22/16-5/19/17
 March 13-19, 2017 Spring Break for Students and Faculty Only
 March 16-17, 2017, 1 day Spring Break for Staff - College Closed

IMPORTANT NOTES:

- Part-Time Faculty pay dates are determined by HR. Please refer to the HR memo regarding pay dates.
- Payroll Begin and End Dates may change for non-standard classes. Refer any questions to your Department.
- All time must be reported to payroll by noon on Friday before check date. This includes on-line and paper time reporting.
- Work-Study: Non-approved hours will not be paid. Hours MUST be approved before payment under Federal Law.
- Students may not work on "College Closed" days without proper authorization.
- ALL EMPLOYEES ARE ENCOURAGED TO ENROLL IN DIRECT DEPOSIT.