

2008 PAYROLL SCHEDULE

***** PRELIMINARY *****

Updated 04/09/2008 ALM

ST = Student
 BW = Biweekly
 MO = Monthly

If Payroll enters the time card use this column...	If you enter the timecard use this column...
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HOLIDAYS	BANK HOLIDAYS	M U HOLIDAYS	PAYROLL CODE	HOURLY PERIOD COVERED	AUTOGEN PERIOD COVERED	CHECK DATE	ALL S.A.s, TIMECARDS, TIME SHEETS TO PAYROLL BY 12:00 PM	ALL ORACLE TIMEKEEPING ENTRIES IN SYSTEM BY 12:00 PM
JULY			ST	6/5 - 6/18		07/02/08	06/20/08	n/a
INDEPENDENCE DAY	07/04/08	07/04/08	BW	6/15 - 6/28	6/22 - 7/5	07/09/08	06/27/08	06/30/08
			ST	6/19 - 7/2		07/16/08	07/07/08	n/a
			BW	6/29 - 7/12	7/6 - 7/19	07/23/08	07/14/08	07/15/08
			ST	7/3 - 7/16		07/30/08	07/21/08	n/a
			MO	7/1 - 7/31		07/31/08	07/17/08	n/a
AUGUST			BW	7/13 - 7/26	7/20 - 8/2	08/06/08	07/28/08	07/29/08
			ST	7/17 - 7/30		08/13/08	08/04/08	n/a
			BW	7/27 - 8/9	8/3 - 8/16	08/20/08	08/11/08	08/12/08
			ST	7/31 - 8/13		08/27/08	08/18/08	n/a
			MO	8/1 - 8/31		08/29/08	08/15/08	n/a
SEPTEMBER			BW	8/10 - 8/23	8/17 - 8/30	09/03/08	08/22/08	08/23/08
LABOR DAY	09/01/08	09/01/08	ST	8/14 - 8/27		09/10/08	08/29/08	n/a
			BW	8/24 - 9/6	8/31 - 9/13	09/17/08	09/08/08	09/09/08
			ST	8/28 - 9/10		09/24/08	09/15/08	n/a
			MO	9/1 - 9/30		09/30/08	09/19/08	n/a
OCTOBER			BW	9/7 - 9/20	9/14 - 9/27	10/01/08	09/22/08	09/23/08
COLUMBUS DAY	10/13/08		ST	9/11 - 9/24		10/08/08	09/29/08	n/a
			BW	9/21 - 10/4	9/28 - 10/11	10/15/08	10/03/08	10/06/08
			ST	9/25 - 10/8		10/22/08	10/13/08	n/a
			BW	10/5 - 10/18	10/12 - 10/25	10/29/08	10/20/08	10/21/08
			MO	10/1 - 10/31		10/31/08	10/22/08	n/a
NOVEMBER			ST	10/9 - 10/22		11/05/08	10/27/08	n/a
VETERANS DAY	11/11/08		BW	10/19 - 11/1	10/26 - 11/8	11/12/08	11/03/08	11/04/08
			ST	10/23 - 11/5		11/19/08	11/10/08	n/a
THANKSGIVING	11/27/08	11/27/08	BW	11/2 - 11/15	11/9 - 11/22	11/26/08	11/17/08	11/18/08
THANKSGIVING HOLIDAY		11/28/08	MO	11/1 - 11/30		11/26/08	11/14/08	n/a
DECEMBER			ST	11/6 - 11/19		12/03/08	11/20/08	n/a
CHRISTMAS EVE		12/24/07	BW	11/16 - 11/29	11/23 - 12/6	12/10/08	12/01/08	12/02/08
CHRISTMAS DAY	12/25/07	12/25/07	ST	11/20 - 12/3		12/17/08	12/08/08	n/a
NEW YEARS EVE		12/31/07	BW	11/30 - 12/13	12/7 - 12/20	12/23/08	12/12/08	12/15/08
			ST	12/4 - 12/17		12/30/08	12/18/08	n/a
			MO	12/1 - 12/31		12/30/08	12/12/08	n/a

Please note the early deadlines in several months due to holidays (highlighted in yellow).
 For BW Hourly time that gets entered by the payroll dept. it may be necessary to estimate hours worked.
 Adjustments can always be made on a subsequent payroll, similar to the Autogen adjustments.
 Please note the highlighted in blue. These payrolls are "no deduct" dates for benefits for either Hourly or Autogen as shown.