

2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	29	30
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
24	25	26	27	28	29	30

March						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Key:
 Work periods indicated as  and 
 Payment dates indicated as  and  respectively

Pay Period Deadlines for time entry & approval

All timecards & leave requests must be reviewed and approved by

Employees Mondays 10:00 AM

Supervisors Mondays 1:00 PM

NOTE : All timecards are signed off system wide Mondays at 1:00 PM

*EOB (End of Business) date noted due to holiday impact; File created for payroll

Pay Period Calendar

Pay	Work Period Dates	Check Dates	Pay Period Deadlines
			#
1	12/23/2023 - 01/05/2024	01/12/2024	01/08/2024
2	01/06/2024 - 01/19/2024	01/26/2024	01/22/2024
3	01/20/2024 - 02/02/2024	02/09/2024	02/05/2024
4	02/03/2024 - 02/16/2024	02/23/2024	02/19/2024
5	02/17/2024 - 03/01/2024	03/08/2024	03/04/2024
6	03/02/2024 - 03/15/2024	03/22/2024	03/18/2024
7	03/16/2024 - 03/29/2024	04/05/2024	04/01/2024
8	03/30/2024 - 04/12/2024	04/19/2024	04/15/2024
9	04/13/2024 - 04/26/2024	05/03/2024	04/29/2024
10	04/27/2024 - 05/10/2024	05/17/2024	05/13/2024
11	05/11/2024 - 05/24/2024	05/31/2024	05/24/2024
12	05/25/2024 - 06/07/2024	06/14/2024	06/10/2024
13	06/08/2024 - 06/21/2024	06/28/2024	06/24/2024
14	06/22/2024 - 07/05/2024	07/12/2024	07/08/2024
15	07/06/2024 - 07/19/2024	07/26/2024	07/22/2024
16	07/20/2024 - 08/02/2024	08/09/2024	08/05/2024
17	08/03/2024 - 08/16/2024	08/23/2024	08/19/2024
18	08/17/2024 - 08/30/2024	09/06/2024	08/30/2024
19	08/31/2024 - 09/13/2024	09/20/2024	09/16/2024
20	09/14/2024 - 09/27/2024	10/04/2024	09/30/2024
21	09/28/2024 - 10/11/2024	10/18/2024	10/14/2024
22	10/12/2024 - 10/25/2024	11/01/2024	10/28/2024
23	10/26/2024 - 11/08/2024	11/15/2024	11/08/2024
24	11/09/2024 - 11/22/2024	11/27/2024	11/22/2024
25	11/23/2024 - 12/06/2024	12/13/2024	12/09/2024
26	12/07/2024 - 12/20/2024	12/27/2024	12/20/2024

* EOB

* EOB