

CONTRACTUAL PAYROLL SCHEDULE FISCAL YEAR 2024

PAY #	PAY PERIOD DATES	TIMESHEET DUE IN PAYROLL		CONTRACT DUE IN HR	PAY DATE
1	06/15/23 - 06/28/23	06/29/23		06/01/23	07/12/23
2	06/29/23 - 07/12/23	07/13/23		06/15/23	07/26/23
3	07/13/23 - 07/26/23	07/27/23		06/29/23	08/09/23
4	07/27/23 - 08/09/23	08/10/23		07/13/23	08/23/23
5	08/10/23 - 08/23/23	08/23/23	***	07/27/23	09/06/23
6	08/24/23 - 09/06/23	09/07/23		08/10/23	09/20/23
7	09/07/23 - 09/20/23	09/21/23		08/24/23	10/04/23
8	09/21/23 - 10/04/23	10/05/23		09/07/23	10/18/23
9	10/05/23 - 10/18/23	10/19/23		09/21/23	11/01/23
10	10/19/23 - 11/01/23	11/01/23	***	10/05/23	11/15/23
11	11/02/23 - 11/15/23	11/15/23	***	10/19/23	11/29/23
12	11/16/23 - 11/29/23	11/30/23		11/02/23	12/13/23
13	11/30/23 - 12/13/23	12/13/23	***	11/16/23	12/27/23
14	12/14/23 - 12/27/23	12/28/23		11/30/23	01/10/24
15	12/28/23 - 01/10/24	01/11/24		12/14/23	01/24/24
16	01/11/24 - 01/24/24	01/25/24		12/28/23	02/07/24
17	01/25/24 - 02/07/24	02/07/24	***	01/11/24	02/21/24
18	02/08/24 - 02/21/24	02/22/24		01/25/24	03/06/24
19	02/22/24 - 03/06/24	03/07/24		02/08/24	03/20/24
20	03/07/24 - 03/20/24	03/21/24		02/22/24	04/03/24
21	03/21/24 - 04/03/24	04/04/24		03/07/24	04/17/24
22	04/04/24 - 04/17/24	04/18/24		03/21/24	05/01/24
23	04/18/24 - 05/01/24	05/02/24		04/04/24	05/15/24
24	05/02/24 - 05/15/24	05/15/24	***	04/18/24	05/29/24
25	05/16/24 - 05/29/24	05/30/24		05/02/24	06/12/24
26	05/30/24 - 06/12/24	06/13/24		05/16/24	06/26/24
FY23#1	06/13/24 - 06/26/24	06/27/24		05/30/24	07/10/24

Time sheets are due to the Payroll Office no later than 10:00 a.m. **on the due dates above** unless otherwise noted.

Time sheets should be submitted in Empl ID number order.

***** Time sheets due early**

The last two pay periods may change with the WorkDay Implementation