

# June 2016

## Payroll Deadlines for ePAR

Transaction Type	Pay Period	Final Approval Deadline	Pay Date
Semi-Monthly Salaried	6/1 - 6/15	Friday, June 03, 2016	6/15/2016
Secondary Payroll*	6/1 - 6/15	Thursday, June 09, 2016	6/15/2016
Monthly Salaried	6/1 - 6/30	Wednesday, June 15, 2016	7/1/2016
Task Payments	6/1 - 6/30	Wednesday, June 15, 2016	7/1/2016
Stipend Payments	6/1 - 6/30	Wednesday, June 15, 2016	7/1/2016
Semi-Monthly Salaried	6/16 - 6/30	Wednesday, June 15, 2016	7/1/2016
Hourly (ePAR)	5/16 - 5/31	Friday, June 03, 2016	6/15/2016
Hourly (ePAR)	6/1 - 6/15	Wednesday, June 15, 2016	7/1/2016
Secondary Payroll*	6/1 - 6/30	Friday, June 24, 2016	7/1/2016
Supplemental*	6/1 - 6/30	Friday, July 01, 2016	7/8/2016

\*Excludes Hourly (ePAR), see Time and Labor Deadlines Below

## Hourly Deadlines for Time and Labor

Payroll	Pay Period	Final Approval Deadline	Pay Date
Regular Hourly	5/1 - 5/15	Wednesday, May 18, 2016	6/1/2016
Secondary Hourly	5/1 - 5/15	Tuesday, May 24, 2016	6/1/2016
Supplemental*	5/1 - 5/15	Wednesday, June 01, 2016	6/7/2016
Regular Hourly	5/16 - 5/31	Monday, June 06, 2016	6/15/2016
Secondary Hourly	5/16 - 5/31	Thursday, June 09, 2016	6/15/2016
Regular Hourly	6/1 - 6/15	Friday, June 17, 2016	7/1/2016
Secondary Hourly	6/1 - 6/15	Friday, June 24, 2016	7/1/2016
Supplemental*	6/1 - 6/15	Friday, July 01, 2016	7/8/2016

\*Supplemental payroll will be processed for late approvals. No additional hourly payrolls will be processed until the next regular payroll date.

## Salaried Payroll Deadlines for Time and Labor

Payroll	Pay Period	Final Approval Deadline
Monthly & Semi Monthly	6/1 - 6/30	Tuesday, July 12, 2016
Monthly & Semi Monthly	7/1 - 7/31	Friday, August 12, 2016

Deadline is for all time to be entered for salaried employees.

*\*The Secondary and Supplemental pay dates are not mandated by the state and are subject to delay without notice due to unforeseen circumstances.*