

December 2020

Payroll Deadlines for ePAR

Transaction Type	Pay Period	Final Approval Deadline	Pay Date
Semi-Monthly Salaried	12/1 - 12/15	Friday, December 4, 2020	12/15/2020
Semi-Monthly Supplemental*	12/1 - 12/15	Thursday, December 10, 2020	12/22/2020
Monthly Supplemental*	11/1 - 11/30	Thursday, December 10, 2020	12/22/2020
Monthly Salaried	12/1 - 12/31	Wednesday, December 16, 2020	1/4/2021
Task Payments	12/1 - 12/31	Wednesday, December 16, 2020	1/4/2021
Stipend Payments	12/1 - 12/31	Wednesday, December 16, 2020	1/4/2021
Semi-Monthly Salaried	12/16 - 12/31	Wednesday, December 16, 2020	1/4/2021
Hourly (ePAR)	11/15 - 11/30	Friday, December 4, 2020	12/15/2020
Hourly (ePAR)	12/1 - 12/15	Wednesday, December 16, 2020	1/4/2021
Secondary Payroll*	12/1 - 12/31	Not Scheduled	N/A
Supplemental*	12/1 - 12/31	Not Scheduled	N/A

NOTE: 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	11/1 - 11/15	Monday, November 16, 2020	12/1/2020
Secondary Hourly*	11/1 - 11/15	Thursday, November 19, 2020	12/1/2020
Supplemental*	11/1 - 11/15	Tuesday, December 1, 2020	12/8/2020
Regular Hourly	11/16 - 11/30	Friday, December 4, 2020	12/15/2020
Supplemental*	11/16 - 11/30	Thursday, December 10, 2020	12/22/2020
Regular Hourly	12/1 - 12/15	Wednesday, December 16, 2020	1/4/2021
Secondary Hourly*	12/1 - 12/15	Not Scheduled	N/A
Supplemental*	12/1 - 12/15	Not Scheduled	N/A

NOTE: 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	12/1 - 12/31	Friday, January 10, 2020
Monthly & Semi Monthly	1/1 - 1/31	Wednesday, February 12, 2020

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.*