

September 2019

Payroll Deadlines for ePAR

Transaction Type	Pay Period	Final Approval Deadline	Pay Date
Semi-Monthly Salaried	9/1 - 9/15	Wednesday, September 4, 2019	9/16/2019
Semi-Monthly Supplemental*	9/1 - 9/15	Monday, September 16, 2019	9/23/2019
Monthly Supplemental*	8/1 - 8/31	Monday, September 16, 2019	9/23/2019
Monthly Salaried	9/1 - 9/30	Monday, September 16, 2019	10/1/2019
Task Payments	9/1 - 9/30	Monday, September 16, 2019	10/1/2019
Stipend Payments	9/1 - 9/30	Monday, September 16, 2019	10/1/2019
Semi-Monthly Salaried	9/16 - 9/30	Monday, September 16, 2019	10/1/2019
Hourly (ePAR)	8/16 - 8/31	Friday, August 30, 2019	9/16/2019
Hourly (ePAR)	9/1 - 9/15	Monday, September 16, 2019	10/1/2019
Secondary Payroll*	9/1 - 9/30	Monday, September 23, 2019	10/1/2019
Supplemental*	9/1 - 9/30	Tuesday, October 1, 2019	10/8/2019

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	8/1 - 8/15	Tuesday, August 20, 2019	9/3/2019
Secondary Hourly*	8/1 - 8/15	Thursday, August 22, 2019	9/3/2019
Supplemental*	8/1 - 8/15	Tuesday, August 27, 2019	9/6/2019
Regular Hourly	8/16 - 8/31	Tuesday, September 3, 2019 - 10AM	9/16/2019
Supplemental*	8/16 - 8/31	Monday, September 16, 2019	9/23/2019
Regular Hourly	9/1 - 9/15	Thursday, September 19, 2019	10/1/2019
Secondary Hourly*	9/1 - 9/15	Monday, September 23, 2019	10/1/2019
Supplemental*	9/1 - 9/15	Tuesday, October 1, 2019	10/8/2019

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	9/1 - 9/30	Friday, October 11, 2019
Monthly & Semi Monthly	10/1 - 10/31	Tuesday, November 12, 2019

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.*