

HOURLY TIMESHEET CUT-OFF SCHEDULE

2017 Schedule		
Hourly Pay Period	Hourly Time Sheet to Finance Office by 12:00 pm	Hourly Pay Day 2017
Jan 1-15	13-Jan	23-Jan
Jan 16-31	31-Jan	8-Feb
Feb 1-15	15-Feb	23-Feb
Feb 16-28	28-Feb	8-Mar
Mar 1-15	15-Mar	23-Mar
Mar 16-31	28-Mar	7-Apr
Apr 1-15	11-Apr	21-Apr
Apr 16-30	30-Apr	8-May
May 1-15	12-May	23-May
May 16-31	31-May	8-Jun
Jun 1-15	15-Jun	23-Jun
Jun 16-30	28-Jun	7-Jul
Jul 1-15	13-Jul	21-Jul
Jul 16-31	28-Jul	8-Aug
Aug 1-15	15-Aug	23-Aug
Aug 16-31	30-Aug	8-Sep
Sep 1-15	14-Sep	22-Sep
Sep 16-30	28-Sep	6-Oct
Oct 1-15	13-Oct	23-Oct
Oct 16-31	31-Oct	8-Nov
Nov 1-15	15-Nov	23-Nov
Nov 16-30	30-Nov	8-Dec
Dec 1-15	14-Dec	22-Dec
Dec 16-31	21-Dec	8-Jan-18