

2019 HUMAN RESOURCES PAYROLL SCHEDULE

2019 Paydates	Pay #	Personnel Action Forms to Human Resources by 5:00 pm *	Completion of Employee New Hire Paperwork (either through PageUp or paper form) by 5:00 pm **	All EPAFs to Human Resources by 5:00 pm	WEB Time Entry cutoff by 11:59 pm	Timesheet Approval Deadline by 12:00 Noon Higher Level Duty Forms to Human Resources by 12:00 Noon
Thu - Jan 10	1	Fri - Dec 21	Wed - Dec 26	Thu - Dec 27	Mon - Dec 31	Wed - Jan 02
Fri - Jan 25	2	Mon - Jan 07	Thu - Jan 10	Fri - Jan 11	Tue - Jan 15	Wed - Jan 16
Mon - Feb 11	3	Wed - Jan 23	Mon - Jan 28	Tue - Jan 29	Thu - Jan 31	Fri - Feb 01
Mon - Feb 25	4	Wed - Feb 06	Fri - Feb 08	Mon - Feb 11	Fri - Feb 15	Tue - Feb 19
Mon - Mar 11	5	Thu - Feb 21	Mon - Feb 25	Tue - Feb 26	Thu - Feb 28	Fri - Mar 01
Mon - Mar 25	6	Thu - Mar 07	Mon - Mar 11	Tue - Mar 12	Fri - Mar 15	Mon - Mar 18
Wed - Apr 10	7	Mon - Mar 25	Wed - Mar 27	Thu - Mar 28	Sun - Mar 31	Mon - Apr 01
Thu - Apr 25	8	Mon - Apr 08	Thu - Apr 11	Fri - Apr 12	Mon - Apr 15	Tue - Apr 16
Fri - May 10	9	Wed - Apr 24	Fri - Apr 26	Mon - Apr 29	Tue - Apr 30	Wed - May 01
Fri - May 24	10	Wed - May 08	Fri - May 10	Mon - May 13	Wed - May 15	Thu - May 16
Mon - Jun 10	11	Wed - May 22	Fri - May 24	Tue - May 28	Fri - May 31	Mon - Jun 03
Tue - Jun 25	12	Fri - Jun 07	Tue - Jun 11	Wed - Jun 12	Sat - Jun 15	Mon - Jun 17
Wed - Jul 10	13	Fri - Jun 21	Tue - Jun 25	Wed - Jun 26	Sun - Jun 30	Mon - Jul 01
Thu - Jul 25	14	Mon - Jul 08	Thu - Jul 11	Fri - Jul 12	Mon - Jul 15	Tue - Jul 16
Fri - Aug 09	15	Tue - Jul 23	Fri - Jul 26	Mon - Jul 29	Wed - Jul 31	Thu - Aug 01
Mon - Aug 26	16	Thu - Aug 08	Mon - Aug 12	Tue - Aug 13	Thu - Aug 15	Fri - Aug 16
Tue - Sep 10	17	Thu - Aug 22	Mon - Aug 26	Tue - Aug 27	Sat - Aug 31	Tue - Sep 03
Wed - Sep 25	18	Mon - Sep 09	Wed - Sep 11	Thu - Sep 12	Sun - Sep 15	Mon - Sep 16
Thu - Oct 10	19	Tue - Sep 24	Wed - Sep 25	Fri - Sep 27	Mon - Sep 30	Tue - Oct 01
Fri - Oct 25	20	Tue - Oct 08	Fri - Oct 11	Mon - Oct 14	Tue - Oct 15	Wed - Oct 16
Fri - Nov 08	21	Tue - Oct 22	Fri - Oct 25	Mon - Oct 28	Thu - Oct 31	Fri - Nov 01
Mon - Nov 25	22	Wed - Nov 06	Fri - Nov 08	Tue - Nov 12	Fri - Nov 15	Mon - Nov 18
Tue - Dec 10	23	Wed - Nov 20	Fri - Nov 22	Mon - Nov 25	Sat - Nov 30	Mon - Dec 02
Tue - Dec 24	24	Fri - Dec 06	Tue - Dec 10	Wed - Dec 11	Sun - Dec 15	Mon - Dec 16

*If PA form is not complete with all required information, HR will return to department and processing may be delayed

**If new hire paperwork is not complete by this deadline, processing may be delayed