

JULY						
SUN	MON	TUES	WED	THURS	FRI	SAT
						1
2	3 SM Time Approval Cutoff SM HCM Transaction Completion Cutoff	4 University Holiday	5 Mass Time Approval for time blocks through 7/1/2023 SM Costing Allocation Cutoff	6 Semi Monthly Payroll Finalized	7	8
9	10 SEMI MONTHLY PAY DATE (6/16-6/30) GA Appointment Cutoff	11	12	13 Off Cycle Form Due by <u>12:00 PM</u> (paid next business day)	14 OFF CYCLE PAY DATE	15
16	17	18 SM Time Approval Cutoff	19 SM/MO HCM Transaction Completion Cutoff	20 SM/MO Costing Allocation Cutoff	21 Semi Monthly Payroll Finalized	22
23	24 Off Cycle Form Due by <u>12:00 PM</u> (paid next business day)	25 SEMI MONTHLY PAY DATE (7/1-7/15) OFF CYCLE PAY DATE	26 Monthly Payroll Finalized	27	28	29
30	31 MONTHLY PAY DATE (7/1-7/31)					

AUGUST						
SUN	MON	TUES	WED	THURS	FRI	SAT
		1 Off Cycle Form Due by <u>12:00 PM</u> (paid next business day)	2 SM Time Approval Cutoff	3	4 SM HCM Transaction Completion Cutoff	5
6	7 SM Costing Allocation Cutoff	8 Semi Monthly Payroll Finalized Off Cycle Form Due by <u>12:00 PM</u> (paid next business day)	9 OFF CYCLE PAY DATE	10 SEMI MONTHLY PAY DATE (7/16-7/31) GA Appointment Cutoff	11	12
13	14	15	16	17 SM Time Approval Cutoff Off Cycle Form Due by <u>12:00 PM</u> (paid next business day)	18 OFF CYCLE PAY DATE	19
20	21 SM/MO HCM Transaction Completion Cutoff	22 SM/MO Costing Allocation Cutoff	23 Semi Monthly Payroll Finalized	24	25 SEMI MONTHLY PAY DATE (8/1-8/15)	26
27	28 Monthly Payroll Finalized	29	30 Off Cycle Form Due by <u>12:00 PM</u> (paid next business day)	31 MONTHLY PAY DATE (8/1-8/31) OFF CYCLE PAY DATE		

SEPTEMBER						
SUN	MON	TUES	WED	THURS	FRI	SAT
					1 SM Time Approval Cutoff	2
					SM HCM Transaction Completion Cutoff	
3	4 University Holiday	5 SM Costing Allocation Cutoff	6 Semi Monthly Payroll Finalized	7	8 SEMI MONTHLY PAY DATE (8/16-8/31)	9
					GA Appointment Cutoff	
10	11 Mass Time Approval for time blocks through 9/2/2023	12 Off Cycle Form Due by 12:00 PM (paid next business day)	13 OFF CYCLE PAY DATE	14	15	16
17	18 SM Time Approval Cutoff	19 SM/MO HCM Transaction Completion Cutoff	20 SM/MO Costing Allocation Cutoff	21 Semi Monthly Payroll Finalized	22	23
		Off Cycle Form Due by 12:00 PM (paid next business day)	OFF CYCLE PAY DATE			
24	25 SEMI MONTHLY PAY DATE (9/1-9/15)	26 Monthly Payroll Finalized	27	28	29 MONTHLY PAY DATE (9/1-9/30)	30

OCTOBER						
SUN	MON	TUES	WED	THURS	FRI	SAT
1	2	3 SM Time Approval Cutoff Off Cycle Form Due by 12:00 PM (paid next business day)	4 SM HCM Transaction Completion Cutoff OFF CYCLE PAY DATE	5 SM Costing Allocation Cutoff	6 Semi Monthly Payroll Finalized	7
8	9	10 SEMI MONTHLY PAY DATE (9/16-9/30) GA Appointment Cutoff	11	12 Off Cycle Form Due by 12:00 PM (paid next business day)	13 OFF CYCLE PAY DATE	14
15	16	17	18 SM Time Approval Cutoff	19 SM/MO HCM Transaction Completion Cutoff	20 SM/MO Costing Allocation Cutoff	21
22	23 Semi Monthly Payroll Finalized	24 Off Cycle Form Due by 12:00 PM (paid next business day)	25 SEMI MONTHLY PAY DATE (10/1-10/15) OFF CYCLE PAY DATE	26 Monthly Payroll Finalized	27	28
29	30	31 MONTHLY PAY DATE (10/1-10/31)				

NOVEMBER						
SUN	MON	TUES	WED	THURS	FRI	SAT
			1	2	3	4
				Off Cycle Form Due by 12:00 PM (paid next business day)	SM Time Approval Cutoff OFF CYCLE PAY DATE	
5	6	7	8	9	10	11
	SM HCM Transaction Completion Cutoff	Mass Time Approval for time blocks through 10/21/2023 SM Costing Allocation Cutoff	Semi Monthly Payroll Finalized		SEMI MONTHLY PAY DATE 10/16-10/31 GA Appointment Cutoff	
12	13	14	15	16	17	18
	Off Cycle Form Due by 12:00 PM (paid next business day)	OFF CYCLE PAY DATE	SM/MO HCM Transaction Completion Cutoff	SM Time Approval Cutoff SM/MO Costing Allocation Cutoff	Semi Monthly Payroll Finalized	
19	20	21	22	23	24	25
		SEMI MONTHLY PAY DATE (11/1-11/15)	University Holiday	University Holiday	University Holiday	
26	27	28	29	30		
	Monthly Payroll Finalized			MONTHLY PAY DATE 11/1-11/30		

DECEMBER						
SUN	MON	TUES	WED	THURS	FRI	SAT
					1 SM Time Approval Cutoff	2
					SM HCM Transaction Completion Cutoff	
3	4	5 SM Costing Allocation Cutoff	6 Semi Monthly Payroll Finalized	7	8 SEMI MONTHLY PAY DATE (11/16-11/30)	9
		Off Cycle Form Due by 12:00 PM (paid next business day)	OFF CYCLE PAY DATE		GA Appointment Cutoff	
10	11	12	13 Off Cycle Form Due by 12:00 PM (paid next business day)	14 OFF CYCLE PAY DATE	15	16 SM/MO HCM Transaction Completion Cutoff
17	18 SM Time Approval Cutoff	19	20	21 SEMI MONTHLY PAY DATE (12/1-12/15)	22	23
	SM/MO Costing Allocation Cutoff	Semi Monthly Payroll Finalized		Monthly Payroll Finalized		
24	25 University Holiday	26 University Holiday	27 University Holiday	28	29 MONTHLY PAY DATE (12/1-12/31)	30
31						