

August 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 HRMS/Payroll System Down	4 HRMS/Payroll System Down	5 HRMS/Payroll System Down	6 HRMS/Payroll System Down	7 HRMS/Payroll System Down	8
9	10 ADP LIVE DATABASE COMES UP	11	12	13	14 Bi-Weekly Payday	15
16	17	18	19 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING AUGUST 21ST AND AUGUST MONTHLY PAYROLL.	20	21 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY and MONTHLY Employees.	22
23	24	25	26	27	28 Bi-Weekly Payday	29
	30 Monthly/Faculty Payday	31				

September 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING SEPT 4TH.	2	3 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	4	5
6	7 HOLIDAY	8	9	10	11 Bi-Weekly Payday	12
13	14	15	16 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING SEPT 18TH.	17	18 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	19
20	21	22	23 EIF'S DUE IN HR BY 5:00 P.M. FOR SEPT MONTHLY PAYROLL. ADP timecards need to be approved by 3:00 p.m. for MONTHLY employees.	24	25 Bi-Weekly Payday	26
27	28	29	30 Monthly/Faculty/ PT Faculty/ Grad Assistant Payday EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING OCT 2ND.			

October 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	3
4	5	6	7	8	9 Bi-Weekly Payday	10
11	12	13	14 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING OCT 16TH.	15	16 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	17
18	19	20	21 EIF'S DUE IN HR BY 5:00 P.M. FOR MO PAYROLL ENDING OCT 30TH.	22	23 Bi-Weekly Payday ADP timecards need to be approved by 3:00 p.m. for MONTHLY employees.	24
25	26	27	28 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING OCT 30th.	29	30 Monthly/Faculty/PT Faculty/Grad Assistant Payday ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	31

November 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Bi-Weekly Payday	7
8	9	10	11 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING NOV 13TH.	12	13 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	14
15	16	17	18 EIF'S DUE IN HR BY 5:00 P.M. FOR MO PAYROLL ENDING NOV 30TH.	19	20 Bi-Weekly Payday ADP timecards need to be approved by 3:00 p.m. for MONTHLY employees.	21
22	23 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING DEC 4TH.	24	25 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	26 HOLIDAY	27 HOLIDAY	28
29	30 Monthly/Faculty/ PT Faculty/ Grad Assistant Payday					

December 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Bi-Weekly Payday	5
6	7	8	9 EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING DEC 18TH.	10	11 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY employees.	12
13	14	15	16	17	18 Bi-Weekly Payday EIF'S DUE IN HR BY 5:00 P.M. FOR BW PAYROLL ENDING DEC 25TH AND MO PAYROLL ENDING DEC 31ST.	19
20	21	22 ADP timecards need to be approved by 3:00 p.m. for BI-WEEKLY and MONTHLY employees.	23	24	25 HOLIDAY	26
27	28 HOLIDAY	29 HOLIDAY	30 HOLIDAY	31 Bi-Weekly/Monthly/ Faculty/Pt Faculty/ Grad Assistant Payday HOLIDAY		

