

2016 PAYROLL DEADLINES for PERSONNEL ACTIONS

Pay Period Name	Pay Period		Appointment/Action Due Date	Pay Check Date
	Begin Date	End Date	Due to Human Resources or Sponsored Research	
N	12/18/15	12/31/15	12/04/15	01/08/16
O	01/01/16	01/14/16	12/23/15	01/22/16
P	01/15/16	01/28/16	01/15/16	02/05/16
Q	01/29/16	02/11/16	01/29/16	02/19/16
R	02/12/16	02/25/16	02/12/16	03/04/16
S	02/26/16	03/10/16	02/26/16	03/18/16
T	03/11/16	03/24/16	3/11/2016 <sup>1</sup>	04/01/16
U	03/25/16	04/07/16	03/25/16	04/15/16
V	04/08/16	04/21/16	04/08/16	04/29/16
W	04/22/16	05/05/16	04/22/16	05/13/16
X	05/06/16	05/19/16	05/06/16	05/27/16
Y	05/20/16	06/02/16	05/20/16	06/10/16
Z	06/03/16	06/16/16	06/03/16	06/24/16
A	06/17/16	06/30/16	06/17/16	07/08/16
B	07/01/16	07/14/16	06/17/16	07/22/16
C	07/15/16	07/28/16	7/15/2016 <sup>2</sup>	08/05/16
D	07/29/16	08/11/16	07/29/16	08/19/16
E	08/12/16	08/25/16	08/12/16	09/02/16
F	08/26/16	09/08/16	08/26/16	09/16/16
G	09/09/16	09/22/16	09/09/16	09/30/16
H	09/23/16	10/06/16	09/23/16	10/14/16
I	10/07/16	10/20/16	10/07/16	10/28/16
J	10/21/16	11/03/16	10/21/16	11/10/16
K	11/04/16	11/17/16	11/4/2016 <sup>3</sup>	11/23/16
L	11/18/16	12/01/16	11/16/16	12/09/16
M	12/02/16	12/15/16	12/2/2016 - Subject to Change	12/23/16

<sup>1</sup>Deadline for Summer Graduate Assistant Appointments

<sup>2</sup>Deadline for Fall Graduate Assistant Appointments

<sup>3</sup>Deadline for Spring Graduate Assistant Appointments