

2023 PAYROLL DEADLINES FOR SMART ONBOARDING ACTIONS

Pay Period	Effective Date of Hire Falls Within:	Due Date for all appointment documents/approvals:	Pay Check Date
N	12/23/22 - 12/29/22	12/02/22 ³	01/13/23
	12/30/22 - 01/05/23	12/09/22 ³	
O	01/06/23 - 01/12/23	12/16/22 ³	01/27/23
	01/13/23 - 01/19/23	01/06/23	
P	01/20/23 - 01/26/23	01/13/23	02/10/23
	01/27/23 - 02/02/23	01/20/23	
Q	02/03/23 - 02/09/23	01/27/23	02/24/23
	02/10/23 - 02/16/23	02/03/23	
R	02/17/23 - 02/23/23	02/10/23	03/10/23
	02/24/23 - 03/02/23	02/17/23	
S	03/03/23 - 03/09/23	02/24/23	03/24/23
	03/10/23 - 03/16/23	03/03/23	
T	03/17/23 - 03/23/23	03/10/23	04/07/23
	03/24/23 - 03/30/23	03/17/23	
U	03/31/23 - 04/06/23	03/24/23	04/21/23
	04/07/23 - 04/13/23	03/31/23	
V	04/14/23 - 04/20/23	04/07/23	05/05/23
	04/21/23 - 04/27/23	04/14/23	
W	04/28/23 - 05/04/23	04/21/23	05/19/23
	05/05/23 - 05/11/23	04/21/23 ³	
X	05/12/23 - 05/18/23	04/28/23 ³	06/02/23
	05/19/23 - 05/25/23	05/12/23	
Y	05/26/23 - 06/01/23	05/19/23	06/16/23
	06/02/23 - 06/08/23	05/26/23	
Z	06/09/23 - 06/15/23	06/02/23	06/30/23
	06/16/23 - 06/22/23	06/09/23	
A	06/23/23 - 06/29/23	06/16/23	07/14/23
	06/30/23 - 07/06/23	06/23/23	

¹ Deadline for Fall Graduate Assistant Appointments.

² Deadline for Spring Graduate Assistant Appointments.

³ Subject to change.

2023 PAYROLL DEADLINES FOR SMART ONBOARDING ACTIONS

Pay Period	Effective Date of Hire Falls Within:	Due Date for all appointment documents/approvals:	Pay Check Date
B	07/07/23 - 07/13/23	06/30/23	07/28/23
	07/14/20 - 07/20/23	07/07/23 ¹	
C	07/21/23 - 07/27/23	07/14/23 ³	08/11/23
	07/28/23 - 08/03/23	07/21/23 ³	
D	08/04/23 - 08/10/23	07/21/23 ³	08/25/23
	08/11/23 - 08/17/23	07/28/23 ³	
E	08/18/23 - 08/24/23	08/04/23 ³	09/08/23
	08/25/23 - 08/31/23	08/11/23 ³	
F	09/01/23 - 09/07/23	08/25/23 ³	09/22/23
	09/08/23 - 09/14/23	09/01/23 ³	
G	09/15/23 - 09/21/23	09/08/23 ³	10/06/23
	09/22/23 - 09/28/23	09/15/23 ³	
H	09/29/23 - 10/05/23	09/22/23	10/20/23
	10/06/23 - 10/12/23	09/29/23	
I	10/13/23 - 10/19/23	10/06/23	11/03/23
	10/20/23 - 10/26/23	10/13/23	
J	10/27/23 - 11/02/23	10/20/23	11/17/23
	11/03/23 - 11/09/23	10/27/23 ²	
K	11/10/23 - 11/16/23	11/03/23	12/01/23
	11/17/23 - 11/23/23	11/10/23	
L	11/24/23 - 11/30/23	11/10/23 ³	12/15/23
	12/01/23 - 12/07/23	11/17/23 ³	
M	12/08/23 - 12/14/23	11/24/23 ³	12/29/23
	12/15/23 - 12/21/23	12/01/23	

¹ Deadline for Fall Graduate Assistant Appointments.

² Deadline for Spring Graduate Assistant Appointments.

³ Subject to change.