2022 - SUPPORT & OPS EMPLOYEES

Submit time every Thursday!

Pay Period Begins	Pay Period Ends	SUBMIT HOURS BY 11:59 pm:	MANAGER APPROVE BY 9:00 am:	Pay Date
12/10/21	**01/06/22**	**01/07/22**	**01/10/22**	**01/14/22**
01/07/22	01/20/22	01/21/22	01/24/22	01/31/22
01/21/22	02/03/22	02/04/22	02/07/22	02/15/22
02/04/22	02/17/22	02/18/22	02/21/22	02/28/22
02/18/22	03/03/22	03/04/22	03/07/22	03/15/22
03/04/22	03/17/22	03/18/22	03/21/22	03/31/22
03/18/22	03/31/22	04/01/22	04/04/22	04/15/22
04/01/22	04/14/22	04/15/22	04/18/22	04/29/22
04/15/22	04/28/22	04/29/22	05/02/22	05/13/22
04/29/22	05/12/22	05/13/22	05/16/22	05/31/22
05/13/22	05/26/22	05/27/22	05/30/22	06/15/22
05/27/22	06/09/22	06/10/22	06/13/22	06/30/22
06/10/22	06/23/22	06/24/22	06/27/22	07/15/22
06/24/22	07/07/22	07/08/22	07/11/22	07/29/22
07/08/22	**08/04/22**	**08/05/22**	**08/08/22**	**08/15/22**
08/05/22	08/18/22	08/19/22	08/22/22	08/31/22
08/19/22	09/01/22	09/02/22	09/05/22	09/15/22
09/02/22	09/15/22	09/16/22	09/19/22	09/30/22
09/16/22	09/29/22	09/30/22	10/03/22	10/14/22
09/30/22	10/13/22	10/14/22	10/17/22	10/31/22
10/14/22	10/27/22	10/28/22	10/31/22	11/15/22
10/28/22	11/10/22	11/11/22	11/14/22	11/30/22
11/11/22	11/24/22	11/25/22	11/28/22	12/15/22
11/25/22	12/08/22	12/09/22	12/12/22	12/30/22
12/09/22	**01/05/23**	**01/06/23**	**01/09/23**	**01/13/23**

DEADLINE:
Payroll cannot submit hours on your behalf. Failure to submit your hours by this deadline may result in your pay being delayed.

Four weeks worth of time will be included on this paycheck.
The pay frequency will still be semi-monthly and any deductions will remain the same.

DIRECT DEPOSIT / PAYMENT ELECTIONS (aka Bank Account):
Before making any changes to your bank account, please contact Payroll to ensure your payroll payment will not be impacted.

PAYROLL or TIME ENTRY QUESTIONS:
Shannon Medley **, Assistant Director, Payroll & Tax Services**
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