

January 2024

January 2024							February 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	4	5	6	7	1	2	3
14	8	9	10	11	12	13	11	12	13	14	15	16	17
21	15	16	17	18	19	20	18	19	20	21	22	23	24
28	22	23	24	25	26	27	25	26	27	28	29		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 31	Jan 1, 24 University Holiday	2	3 SM Time Approval Cutoff	4	5 Costing Allocation Cutoff SM HCM Transaction Completion Cutoff	6
7	8 Payroll Finalized	9	10 Pay Date (12/15-12/31)	11 Mass Time Approval for time blocks through 12/30/2023 Run Work-Study Eligible w/o Work-Study Job	12	13
14	15 University Holiday	16	17	18 SM Time Approval Cutoff	19 SM HCM Transaction Cutoff	20
21	22 Costing Allocation Cutoff	23 Payroll Finalized	24	25 Pay Date (1/1-1/15)	26 Monthly Payroll Finalized Run Work-Study Eligible w/o Work-Study Job Report	27
28	29	30	31 Monthly Pay Date	Feb 1	2	3

February 2024

February 2024							March 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3						1	2
4	5	6	7	8	9	10	3	4	5	6	7	8	9
11	12	13	14	15	16	17	10	11	12	13	14	15	16
18	19	20	21	22	23	24	17	18	19	20	21	22	23
25	26	27	28	29			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 28	29	30	31	Feb 1	2 SM Time Approval Cutoff	3
4	5 SM HCM Transaction Cutoff	6 Costing Allocation Cutoff	7 Payroll Finalized	8	9 Pay Date (1/16-1/31)	10
11	12 Run Work-Study Eligible w/o Work-Study Job Report	13 Mass Time Approval (2/3)	14	15	16	17
18	19 HCM Transaction Cutoff SM Time Approval Cutoff	20 Costing Allocation Cutoff	21 Payroll Finalized	22	23 Pay Date (2/1-2/15)	24
25	26 Monthly Payroll Finalized Run Work-Study Eligible w/o Work-Study Job Report	27	28	29 Monthly Pay Date	Mar 1	2

March 2024

March 2024						April 2024							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 25	26	27	28	29	Mar 1 HCM Transaction Cutoff SM Time Approval Cutoff	2
3	4	5 Costing Allocation Cutoff	6 Payroll Finalized	7	8 Pay Date (2/16-2/29)	9
10	11 Run Work-Study Eligible w/o Work-Study Job Report	12 Mass Time Approval (3/2)	13	14	15	16
17	18 SM Time Approval Cutoff	19 HCM Transaction Cutoff	20 Costing Allocation Cutoff	21 Payroll Finalized	22	23
24	25 Pay Date (3/1-3/15)	26 Monthly Payroll Finalized Run Work-Study Eligible w/o Work-Study Job	27	28	29 Monthly Pay Date	30
31	Apr 1	2	3	4	5	6

April 2024

April 2024							May 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 31	Apr 1	2	3 SM Time Approval Cutoff	4 HCM Transaction Cutoff	5 Costing Allocation Cutoff	6
7	8 Payroll Finalized	9	10 Pay Date (3/16-3/31)	11 Mass Time Approval (3/30) Run Work-Study Eligible w/o Work-Study Job Report	12	13
14	15	16	17	18 Time Approval Cutoff	19 HCM Transaction Cutoff	20
21	22 Costing Allocation Cutoff	23 Payroll Finalized	24	25 Monthly Payroll Finalized Pay Date (4/1-4/15)	26 Run Work-Study Eligible w/o Work-Study Job Report	27
28	29	30 Monthly Pay Date	May 1	2	3	4

May 2024

May 2024							June 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 28	29	30	May 1	2	3 SM Time Approval Cutoff	4
5	6 HCM Transaction Cutoff	7 Costing Allocation Cutoff	8 Payroll Finalized	9	10 Pay Date (4/16-4/30)	11
12	13 Mass Time Approval (5/4) Run Work-Study Eligible w/o Work-Study Job Report	14	15	16	17 Time Approval Cutoff	18
19	20	21 Costing Allocation Cutoff HCM Transaction Cutoff	22 Payroll Finalized	23	24 Pay Date (5/1-5/15)	25
26	27 University Holiday	28 Monthly Payroll Finalized Run Work-Study Eligible w/o Work-Study Job Report	29	30	31 Monthly Pay Date	Jun 1

June 2024

June 2024							July 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 26	27	28	29	30	31	Jun 1
2	3	4 HCM Transaction Cutoff Time Approval Cutoff	5 Costing Allocation Cutoff	6 Payroll Finalized	7	8
9	10 Pay Date (5/15-31)	11 Run Work-Study Eligible w/o Work-Study Job Report	12	13 Mass Time Approval (6/1)	14	15
16	17	18 Time Approval Cutoff	19 HCM Transaction Cutoff	20 Costing Allocation Cutoff	21 Payroll Finalized	22
23	24	25 Monthly Payroll Finalized Pay Date (6/1-6/15)	26 Run Work-Study Eligible w/o Work-Study Job Report	27	28 Monthly Pay Date	29
30	Jul 1	2	3	4	5	6

July 2024

July 2024							August 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	4	5	6	7	1	2	3
14	8	9	10	11	12	13	11	12	13	14	15	16	17
21	15	16	17	18	19	20	18	19	20	21	22	23	24
28	22	23	24	25	26	27	25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 30	Jul 1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Aug 1	2	3