

PAYROLL CALENDAR JULY 2021 - DECEMBER 2022

Updated 06/30/21

Pay Period				Deadlines				
Period Start Date Sunday	Period End Date Saturday	Pay Day/Date		New Hire Onboarding ** Signed Contracts via DocuSign Direct Deposit Tax Withholding Address Changes	Benefit Elections, One Time and Semester Based Pay Requests	Employee Submits Timesheet	Supervisor Approves Timesheet	Date
06/27/21	07/10/21	FRI	07/16/21	06/25/21	07/09/21	12:00 NOON	5:00 PM	07/12/21
07/11/21	07/24/21	FRI	07/30/21	07/09/21	07/23/21	12:00 NOON	5:00 PM	07/26/21
07/25/21	08/07/21	FRI	08/13/21	07/23/21	08/06/21	12:00 NOON	5:00 PM	08/09/21
08/08/21	08/21/21	FRI	08/27/21	08/06/21	08/20/21	12:00 NOON	5:00 PM	08/23/21
08/22/21	09/04/21	FRI	09/10/21	08/20/21	09/03/21	10:00 AM	12:00 NOON	09/07/21
09/05/21	09/18/21	FRI	09/24/21	09/03/21	09/17/21	12:00 NOON	5:00 PM	09/20/21
09/19/21	10/02/21	FRI	10/08/21	09/17/21	10/01/21	12:00 NOON	5:00 PM	10/04/21
10/03/21	10/16/21	FRI	10/22/21	10/01/21	10/15/21	12:00 NOON	5:00 PM	10/18/21
10/17/21	10/30/21	FRI	11/05/21	10/15/21	10/29/21	12:00 NOON	5:00 PM	11/01/21
10/31/21	11/13/21	FRI	11/19/21	10/29/21	11/12/21	12:00 NOON	5:00 PM	11/15/21
11/14/21	11/27/21	FRI	12/03/21	11/12/21	11/26/21	12:00 NOON	5:00 PM	11/29/21
11/28/21	12/11/21	FRI	12/17/21	11/26/21	12/10/21	12:00 NOON	5:00 PM	12/13/21
12/12/21	12/25/21	THU	12/30/21	12/10/21	12/24/21	12:00 NOON	5:00 PM	12/27/21
12/26/21	01/08/22	FRI	01/14/22	12/23/21	01/07/22	12:00 NOON	5:00 PM	01/10/22
01/09/22	01/22/22	FRI	01/28/22	01/07/22	01/21/22	12:00 NOON	5:00 PM	01/24/22
01/23/22	02/05/22	FRI	02/11/22	01/21/22	02/04/22	12:00 NOON	5:00 PM	02/07/22
02/06/22	02/19/22	FRI	02/25/22	02/04/22	02/18/22	12:00 NOON	5:00 PM	02/21/22
02/20/22	03/05/22	FRI	03/11/22	02/18/22	03/04/22	12:00 NOON	5:00 PM	03/07/22
03/06/22	03/19/22	FRI	03/25/22	03/04/22	03/18/22	12:00 NOON	5:00 PM	03/21/22
03/20/22	04/02/22	FRI	04/08/22	03/18/22	04/01/22	12:00 NOON	5:00 PM	04/04/22
04/03/22	04/16/22	FRI	04/22/22	04/01/22	04/15/22	12:00 NOON	5:00 PM	04/18/22
04/17/22	04/30/22	FRI	05/06/22	04/15/22	04/29/22	12:00 NOON	5:00 PM	05/02/22
05/01/22	05/14/22	FRI	05/20/22	04/29/22	05/13/22	12:00 NOON	5:00 PM	05/16/22
05/15/22	05/28/22	FRI	06/03/22	05/13/22	05/27/22	10:00 AM	12:00 NOON	05/31/21
05/29/22	06/11/22	FRI	06/17/22	05/27/22	06/10/22	12:00 NOON	5:00 PM	06/13/22
06/12/22	06/25/22	FRI	07/01/22	06/10/22	06/24/22	12:00 NOON	5:00 PM	06/27/22
06/26/22	07/09/22	FRI	07/15/22	06/24/22	07/08/22	12:00 NOON	5:00 PM	07/11/22
07/10/22	07/23/22	FRI	07/29/22	07/08/22	07/22/22	12:00 NOON	5:00 PM	07/25/22

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				07/24/22	08/06/22	FRI	08/12/22	07/22/22	08/05/22
08/07/22	08/20/22	FRI	08/26/22	08/05/22	08/19/22	12:00 NOON	5:00 PM	08/22/22	
08/21/22	09/03/22	FRI	09/09/22	08/19/22	09/02/22	12:00 NOON	5:00 PM	09/05/22	
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09/18/22	10/01/22	FRI	10/07/22	09/16/22	09/30/22	12:00 NOON	5:00 PM	10/03/22	
10/02/22	10/15/22	FRI	10/21/22	09/30/22	10/14/22	12:00 NOON	5:00 PM	10/17/22	
10/16/22	10/29/22	FRI	11/04/22	10/14/22	10/28/22	12:00 NOON	5:00 PM	10/31/22	
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11/13/22	11/26/22	FRI	12/02/22	11/11/22	11/25/22	12:00 NOON	5:00 PM	11/28/22	
11/27/22	12/10/22	FRI	12/16/22	11/23/22	12/09/22	12:00 NOON	5:00 PM	12/12/22	
12/11/22	12/24/22	FRI	12/30/22	12/09/22	12/23/22	10:00 AM	12:00 NOON	12/27/21	

PAYROLL DOCUMENTS RECEIVED OR APPROVED AFTER THE DEADLINE WILL BE PROCESSED ON THE NEXT REGULAR PAY DATE

Change of date or time due to closure impacting processing schedule

** Full-time and Adjunct Faculty Contracts

MICA HOLIDAYS - College Closed

Monday, Jul 5, 2021	Independence Day	Monday, Jun 20, 2022	Juneteenth
Monday, Sep 6, 2021	Labor Day	Monday, Jul 4, 2022	Independence Day
Thursday, Nov 25, 2021	Thanksgiving	Monday, Sep 5, 2022	Labor Day
Friday, Nov 26, 2021	Day after Thanksgiving	Thursday, Novr 24, 2022	Thanksgiving
Friday, Dec 24, 2021	Christmas Eve	Friday, Nov 25, 2022	Day after Thanksgiving
Monday, Dec 27, 2021	Christmas Day	Friday, Dec 23, 2022	Christmas Eve
Friday, Dec 31, 2021	New Year's Day	Monday, Dec 26, 2022	Christmas Day
Monday, Jan 17, 2022	Martin Luther King Day	Monday, Jan 2, 2023	New Year's Day
Monday, May 30, 2022	Memorial Day		