December 2018 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	<u>Thursday</u>	<u>Friday</u>	Saturday
	-	-	-		-	1
2	3	4	5	6	7	7 8
	<u> </u>	Payroll Open/Close: Weekly (12/7)	Ĭ	TL Rpt Deadline: Weekly (12/14)	Check Date: Weekly	Ĭ
		Payroll Open/Close: Biweekly (12/7)		Payroll Opens: TchFell (12/14)	Check Date: BiWeekly	
		File Deadline: Stipend		ayron opens. Form on (12/14)	TL Appr Deadline: Weekly (12/14)	
		The Beddine, Superio			Payroll Closes: TchFell (12/14)	
					r dyron Glosco. Form on (12/14)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
9	10	11	12			1 15
		Payroll Open/Close: Weekly (12/14)	Payroll Open: Monthly (12/21)	TL Rpt Deadline: Weekly (12/21)	Check Date: Weekly	
		,	,	TL Rpt Deadline: Biweekly (12/21)	Check Date: Teaching Fellows	
				Payroll Close: Monthly (12/21)	Payroll Closes: Stipend (12/21)	
				Payroll Opens: Stipend (12/21)	TL Appr Deadline: Weekly (12/21)	
				ayren opens supena (12/21)	TL Appr Deadline: Biweekly (12/21)	
					12 Appl Boddine. Biweokiy (12/21)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
16	17	18	19			1 22
		Payroll Open/Close: Weekly (12/21)	TL Appr Deadline: Weekly (12/28)	Off-Cycle Check Processing	Check Date: Weekly	
		Payroll Open/Close:Biweekly (12/21)	Off-Cycle Check Processing		Check Date: BiWeekly	
		TL Rpt Deadline: Weekly (12/28)	on eyele elleek i recessing		Check Date: Monthly	
		12 rept Boddinio: Wookily (12,20)			Check Date: Stipend	
					Payroll Open/Close: Weekly (12/28)	
			Absence Accrual Cycle		- 19.1.1. 1 poin 0.000. 1100.0. (12/20)	
			Absence Approval Deadline			
		Absence Reporting Deadline	Absence Processing			
23	1/2 Day Winter Recess 24	25		27	28	29
	,	Christmas	Winter Recess	Winter Recess	Winter Recess	
			TL Rpt Deadline:Weekly (1/4)	TL Appr Deadline: Weekly (1/4)	Check Date: Weekly	
			TL Rpt Deadline:Biweekly (1/4)	TL Appr Deadline: Biweekly (1/4)		
	1/2 day Christmas Eve Holiday		Absence Reporting Deadline	, ,		
	,		, , ,	Absence Approval Deadline		
				Absence Processing		
30	31			, , , , , , , , , , , , , , , , , , ,		
	Winter Recess					
	Payroll Open/Close: Weekly (1/4)					
	Payroll Open/Close: Weekly (1/4) Payroll Open/Close: Biweekly (1/4)					
Weekly =	Yellow		Dates in Parentheses refer to the asso	ociated Check Date		

Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change

Biweekly = Blue

January 2019 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		New Year's Day 1	2	2	3	4 5
				TL Rpt Deadline: Weekly (1/11)	Check Date: Weekly	
					Check Date: Biweekly	
					TL Appr Deadline: Weekly (1/11)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
6	7	8	ç	1	0	11 12
		Payroll Open/Close: Weekly (1/11)	Payroll Opens: TchFell (1/15)	TL Rpt Deadline: Weekly (1/18)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (1/18)	TL Appr Deadline: Weekly (1/18)	
				Payroll Closes: TchFell (1/15)	TL Appr Deadline: Biweekly (1/18)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
13	14	-			- I	18 19
		Payroll Open/Close: Weekly (1/18)	TL Rpt Deadline: Weekly (1/25)	TL Appr Deadline: Weekly (1/25)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (1/18)			Check Date: Biweekly	
		Check Date: Teaching Fellows				
		File Deadline: Stipend				
			Absence Reporting Deadline	Absence Approval Deadline		
			Absence Accrual Cycle	Absence Processing		
20	Martin Luther King Day 21	22	23			25 26
		Payroll Open/Close: Weekly (1/25)		Payroll Opens: Monthly (1/31)	Check Date: Weekly	
				TL Rpt Deadline: Weekly (2/1)	TL Appr Deadline: Weekly (2/1)	
				TL Rpt Deadline: Biweekly (2/1)	TL Appr Deadline: Biweekly (2/1)	
					Payroll Closes: Monthly (1/31)	
					Payroll Opens: Stipend (2/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
27	28	_	30	1	<mark>1</mark>	
	Payroll Closes: Stipend (2/1)	Payroll Open/Close: Weekly (2/1)		TL Rpt Deadline: Weekly (2/8)		
		Payroll Open/Close: Biweekly (2/1)		Check Date: Monthly		
144				Absence Reporting Deadline		
Weekly = Yel			Dates in Parentheses refer to the asso	clated Check Date		
Biweekly = Bl	iue		All Dates/Deadlines subject to change			

February 2019 TL/Payroll Schedule

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	Thursday	<u>Friday</u>	<u>Saturday</u>
					1	2
					Check Date: Weekly	
					Check Date: Biweekly	
					Check Date: Stipend	
					TL Appr Deadline: Weekly (2/8)	
					Absence Approval Deadline	
					Absence Processing	
3	4	5	6	5	7 8	9
		Payroll Open/Close: Weekly (2/8)		TL Rpt Deadline: Weekly (2/15)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (2/15)	TL Appr Deadline: Weekly (2/15)	
					TL Appr Deadline: Biweekly (2/15)	
					Payroll Opens: TchFell (2/15)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
10					-	16
	Payroll Closes: TchFell (2/15)	Payroll Open/Close: Weekly (2/15)	TL Rpt Deadline: Weekly (2/22)	TL Appr Deadline: Weekly (2/22)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (2/15)		File Deadline: Stipend	Check Date: Biweekly	
					Check Date: Teaching Fellows	
				Absence Accrual Cycle		
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
17	President's Day 18		20	2	22	23
		Payroll Open/Close: Weekly (2/22)		TL Rpt Deadline: Weekly (3/1)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (3/1)	TL Appr Deadline: Weekly (3/1)	
				Payroll Opens: Monthly (2/28)	TL Appr Deadline: Biweekly (3/1)	
					Payroll Closes: Monthly (2/28)	
					Payroll Opens: Stipend (3/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
24	25	26	27	28	3	
	Payroll Closes: Stipend (3/1)	Payroll Open/Close: Weekly (3/1)		Check Date: Monthly		
		Payroll Open/Close: Biweekly (3/1)		TL Rpt Deadline: Weekly (3/8)		
				Absence Reporting Deadline		
Weekly = Yel	llow		Dates in Parentheses refer to the association	ciated Check Date		

Weekly = Tellow
Biweekly = Blue
Teaching Fellows = Gold
Monthly = Green
Stipend = Lavender

March 2019 TL/Payroll Schedule

Sunday	<u>Monday</u>	Tuesday	Wednesday	Thursday	<u>Friday</u>	Saturd	lay
						1	2
					Check Date: Weekly		
					Check Date: Biweekly		
					Check Date: Stipend		
					TL Appr Deadline: Weekly (3/8)		
					Absence Approval Deadline		
					Absence Processing		
3	4	5	6	7	1	8	9
		Payroll Open/Close: Weekly (3/8)		TL Rpt Deadline: Weekly (3/15)	Check Date: Weekly		
				TL Rpt Deadline: Biweekly (3/15)	TL Appr Deadline: Weekly (3/15)		
					TL Appr Deadline: Biweekly (3/15)		
					Payroll Opens: TchFell (3/15)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
10	11	12	13			15	16
	Payroll Closes: TchFell (3/15)	Payroll Open/Close: Weekly (3/15)		TL Rpt Deadline: Weekly (3/22)	Check Date: Weekly		
		Payroll Open/Close: Biweekly (3/15)			Check Date: Biweekly		
					Check Date: Teaching Fellows		
					TL Appr Deadline: Weekly (3/22)		
					Absence Accrual Cycle		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
17	18	19	20			22	23
	File Deadline: Stipend	Payroll Open/Close: Weekly (3/22)		TL Rpt Deadline: Weekly (3/29)	Check Date: Weekly		
				TL Rpt Deadline: Biweekly (3/29)	TL Appr Deadline: Weekly (3/29)		
				Payroll Opens: Monthly (3/29)	TL Appr Deadline: Biweekly (3/29)		
					Payroll Closes: Monthly (3/29)		
					Absence Approval Deadline		
- 04	0.5	00	0.7	Absence Reporting Deadline	Absence Processing	00	
24	25	Payroll Open/Close: Weekly (3/29)				29	30
		Payroll Open/Close: Weekly (3/29) Payroll Open/Close: Biweekly (3/29)	Payroll Opens/Closes: Stipend 4/1)	TL Rpt Deadline: Weekly (4/5)	Check Date: Weekly		
		Payroli Open/Close: Biweekly (3/29)			Check Date: Biweekly Check Date: Monthly		
					TL Appr Deadline: Weekly (4/5)		
					TL Appr Deadline: Weekly (4/5)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
31				Absence Reporting Deadine	Absence Flucessing		
31							
Weekly = Yel	low		Dates in Parentheses refer to the associ	iated Check Date			

Weekly = Yellow
Biweekly = Blue
Teaching Fellows = Gold
Monthly = Green
Stipend = Lavender

Dates in Parentheses refer to the associated Check Date

April 2019 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	3	4	5 6
	Check Date: Stipend	Payroll Open/Close: Weekly (4/5)		TL Rpt Deadline: Weekly (4/12)	Check Date: Weekly	
	·			TL Rpt Deadline: Biweekly (4/12)	TL Appr Deadline: Weekly (4/12)	
					TL Appr Deadline: Biweekly (4/12)	
					Payroll Opens: TchFell (4/15)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
7	8	9	10)	11 1	2 13
	Payroll Closes: TchFell (4/15)	Payroll Open/Close: Weekly (4/12)		TL Rpt Deadline: Weekly (4/19)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (4/12)			Check Date: Biweekly	
					TL Appr Deadline: Weekly (4/19)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
14	15		17			9 20
	File Deadline: Stipend	Payroll Open/Close: Weekly (4/19)		TL Rpt Deadline: Weekly (4/26)	Check Date: Weekly	
	Check Date: Teaching Fellows			TL Rpt Deadline: Biweekly (4/26)	TL Appr Deadline: Weekly (4/26)	
					TL Appr Deadline: Biweekly (4/26)	
					Payroll Opens: Monthly (4/30)	
					Abanna Annaval Dandlina	
		Abassas Assural Cuals		Absence Departing Deadline	Absence Approval Deadline Absence Processing	
21	22	Absence Accural Cycle 23	24	Absence Reporting Deadline		26 27
	Payroll Closes: Monthly (4/30)	Payroll Open/Close: Weekly (4/26)	Payroll Open: Stipend (5/1)	TL Rpt Deadline: Weekly (5/3)	Check Date: Weekly	
	ayron closes. Morning (4700)	Payroll Open/Close: Biweekly (4/26)	ayron open. Supena (5/1)	Payroll Close: Stipend (5/1)	Check Date: Biweekly	
		ayron open/olose. Diweekly (4/20)		ayron close. Superia (5/1)	TL Appr Deadline: Weekly (5/3)	
					127 ppr Bodanilo. Wookly (6/6)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
28	29	30				
		Check Date: Monthly				
		Payroll Open/Close: Weekly (5/3)				
Weekly = Yel	llow					

Biweekly = Blue
Teaching Fellows = Gold Monthly = Green

May 2019 TL/Payroll Schedule

<u>Sunday</u>	Monday	Tuesday	Wednesday		<u>Thursday</u>		Friday	S	aturday
				1		2		3	4
			Check Date: Stipend		TL Rpt Deadline: Weekly (5/10)		Check Date: Weekly		
					TL Rpt Deadline: Biweekly (5/10)		TL Appr Deadline: Weekly (5/10)		
							TL Appr Deadline: Biweekly (5/10)		
							Absence Approval Deadline		
					Absence Reporting Deadline		Absence Processing		
5	6	7		8		9		10	11
		Payroll Open/Close: Weekly (5/10)	Payroll Opens: TchFell (5/15)		TL Rpt Deadline: Weekly (5/17)		Check Date: Weekly		
		Payroll Open/Close: Biweekly (5/10)			Payroll Closes: TchFell (5/15)		Check Date: Biweekly		
							TL Appr Deadline: Weekly (5/17)		
							Absence Approval Deadline		
					Absence Reporting Deadline		Absence Processing		
12	13	14		15		16		17	18
		Payroll Open/Close: Weekly (5/17)	Check Date: Teaching Fellows		TL Rpt Deadline: Weekly (5/24)		Check Date: Weekly		
		File Deadline: Stipend			TL Rpt Deadline: Biweekly (5/24)		TL Appr Deadline: Weekly (5/24)		
							TL Appr Deadline: Biweekly (5/24)		
					Absence Reporting Deadline		Absence Approval Deadline		
					Absence Accrual Cycle		Absence Processing		
19	20	21		22	-	23	-	24	25
		Payroll Open/Close: Weekly (5/24)	TL Rpt Deadline: Weekly (5/31)		TL Appr Deadline: Weekly (5/31)		Check Date: Weekly		
		Payroll Open/Close: Biweekly (5/24)	Payroll Opens: Monthly (5/31)		Payroll Closes: Monthly (5/31)		Check Date: Biweekly		
					Payroll Opens Stipend (5/31)		Payroll Closes Stipend (5/31)		
					Absence Approval Deadline				
			Absence Reporting Deadline		Absence Processing				
26	Memorial Day 27			29		30		31	
		Payroll Open/Close: Weekly (5/31)			TL Rpt Deadline: Weekly (6/7)		Check Date: Weekly		
					TL Rpt Deadline: Biweekly (6/7)		Check Date: Monthly		
							Check Date: Stipend		
							TL Appr Deadline: Weekly (6/7)		
							TL Appr Deadline: Biweekly (6/7)		
							Absence Approval Deadline		
					Absence Reporting Deadline		Absence Processing		
Weekly = Ye	llow		Dates in Parentheses refer to the as	ssoci	iated Check Date			•	

Biweekly = Blue
Teaching Fellows = Gold
Monthly = Green

Stipend = Lavender

June 2019 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	. 8
		Payroll Open/Close: Weekly (6/7)		TL Rpt Deadline: Weekly (6/14)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (6/7)		, , ,	Check Date: Biweekly	
		, , ,			TL Appr Deadline: Weekly (6/14)	
					Payroll Opens: TchFell (6/14)	
					, , ,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
9	10	11	12	· ·		15
	Payroll Closes: TchFell (6/14)	Payroll Open/Close: Weekly (6/14)	-	TL Rpt Deadline: Weekly (6/21)	Check Date: Weekly	
	(",	, , ,			TL Appr Deadline: Weekly (6/21)	
					TL Appr Deadline: Biweekly (6/21)	
					Check Date: Teaching Fellows	
					Constant Lancounty Constant	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
16	17	18	19			22
	File Deadline: Stipend	Payroll Open/Close: Weekly (6/21)		TL Rpt Deadline: Weekly (6/28)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (6/21)		Payroll Opens: Monthly (6/28)	Check Date: Biweekly	
					TL Appr Deadline: Weekly (6/28)	
					Payroll Closes: Monthly (6/28)	
					, (/	
					Absence Approval Deadline	
			Absence Accrual Cycle	Absence Reporting Deadline	Absence Processing	
23	24	25				29
		Payroll Open/Close: Weekly (6/28)	TL Rpt Deadline: Weekly (7/5)	TL Appr Deadline: Weekly (7/5)	Check Date: Weekly	
			TL Rpt Deadline: Biweekly (7/5)	TL Appr Deadline: Biweekly (7/5)	Check Date: Monthly	
			Payroll Opens/Closes Stipend (7/1)	, , ,	,	
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
30						

Weekly = Yellow
Biweekly = Blue
Teaching Fellows = Gold
Monthly = Green
Stipend = Lavender

Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change

July 2019 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	<u>Friday</u>	Saturday
	1	2	3	Fourth of July	4	5 6
	Payroll Open/Close: Weekly (7/5)		TL Rpt Deadline: Weekly (7/12)		Check Date: Weekly	
	Payroll Open/Close: Biweekly (7/5)				Check Date: Biweekly	
	Check Date: Stipend				TL Appr Deadline: Weekly (7/12)	
					Payroll Opens: TchFell (7/15)	
					Absence Approval Deadline	
			Absence Reporting Deadline		Absence Processing	
7	8	-	10	<u> </u>		2 13
	Payroll Closes: TchFell (7/15)	Payroll Open/Close: Weekly (7/12)		TL Rpt Deadline: Weekly (7/19)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (7/19)	TL Appr Deadline: Weekly (7/19)	
					TL Appr Deadline: Biweekly (7/19)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
14	-	-	17		1	9 20
	Check Date: Teaching Fellows	Payroll Open/Close: Weekly (7/19)		TL Rpt Deadline: Weekly (7/26)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (7/19)			Check Date: Biweekly	
		File Deadline: Stipend			TL Appr Deadline: Weekly (7/26)	
					Absence Approval Deadline	
	-	-	Absence Accural Cycle	Absence Reporting Deadline	Absence Processing	
21	22					6 27
		Payroll Open/Close: Weekly (7/26)	Payroll Opens: Monthly (7/31)	TL Rpt Deadline: Weekly (8/2)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (8/2) Payroll Closes: Monthly (7/31)	TL Appr Deadline: Weekly (8/2)	
					TL Appr Deadline: Biweekly (8/2) Payroll Closes: Stipend (8/1)	
				Payroll Open: Stipend (8/1)	Payroli Closes: Supend (8/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
28	29	30	31		Absence Processing	
20	29	Payroll Open/Close: Weekly (8/2)	Check Date: Monthly			
		Payroll Open/Close: Biweekly (8/2)	Check Date. Monthly			
		Payroll Open/Close. Biweekly (6/2)				
Weekly = Ye	llow		Dates in Parentheses refer to the associated	riated Check Date		
Biweekly = F			All Dates/Deadlines subject to change	Saled Orieth Date		

Biweekly = Blue

Teaching Fellows = Gold

Monthly = Green Stipend = Lavender

August 2019 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<u>Sanuay</u>	Interior I	1 uoouuy	- Trouncoddy	THUI GARY	1 2	3
				TL Rpt Deadline: Weekly (8/9)	Check Date: Weekly	· ·
				Check Date: Stipend	Check Date: Biweekly	
				Oneck Bate: Capona	TL Appr Deadline: Weekly (8/9)	
					127 ppi Beddine: Weekly (6/8)	1
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
4	5	6	7	· ·	8 9	10
	١	Payroll Open/Close: Weekly (8/9)	·	TL Rpt Deadline: Weekly (8/16)	Check Date: Weekly	
		ayron openiologe. Weekly (6/5)		TL Rpt Deadline: Biweekly (8/16)	TL Appr Deadline: Weekly (8/16)	
				TE TOT Boddine. Biweomy (6/10)	TL Appr Deadline: Biweekly (8/16)	
					Payroll Opens: TchFell (8/15)	
					r dyron opens. Form on (6/10)	1
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
11	12	13	14			17
	Payroll Closes: TchFell (8/15)	Payroll Open/Close: Weekly (8/16)	File Deadline: Stipend	TL Rpt Deadline: Weekly (8/23)	Check Date: Weekly	
	r dyron closes. Form on (6/15)	Payroll Open/Close: Biweekly (8/16)	The Beddine. Capena	Check Date: Teaching Fellows	Check Date: Biweekly	
		ayron openiologe. Divectory (0/10)		Check Bate. Teaching Fellows	TL Appr Deadline: Weekly (8/23)	
					TE Appli Deadilile. Weekly (6/23)	
					Absence Accrual Cycle	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
18	19	20	21			24
18	19	Payroll Open/Close: Weekly (8/23)	21	TL Rpt Deadline: Weekly (8/30)	Check Date: Weekly	24
		Payroll Open/Close. Weekly (6/23)		TL Rpt Deadline: Biweekly (8/30)	TL Appr Deadline: Weekly (8/30)	
				Payroll Opens: Monthly (8/30)	TL Appr Deadline: Weekly (8/30)	
				Payroli Opens. Monthly (6/30)	Payroll Closes: Monthly (8/30)	
					Payroll Opens: Stipend (8/30)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
25	26	27	28			31
23	Payroll Closes: Stipend (8/30)	Payroll Open/Close: Weekly (8/30)	TL Rpt Deadline: Weekly (9/6)	TL Appr Deadline: Weekly (9/6)	Check Date: Weekly	31
	Payroli Closes. Superio (6/30)	Payroll Open/Close: Biweekly (8/30)	TE RPI Deadille. Weekly (9/0)	TE Appl Deadille. Weekly (9/0)	Check Date: Weekly Check Date: Biweekly	
		Payroli Operi/Close. Biweekly (6/30)			Check Date: Stipend	
					Check Date: Monthly	
				Absence Approval Deadline	Check Date. Worldly	
			Absence Reporting Deadline	Absence Processing		
Weekly = Ye	llew		Dates in Parentheses refer to the asso		1	<u> </u>
Biweekly = E			All Dates/Deadlines subject to change			
,	llana - Cald		All Dates/Deadilines subject to change			

September 2019 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	<u>Friday</u>	Saturday
1	Labor Day 2	2 3		4	5	6 7
		Payroll Open/Close: Weekly (9/6)		TL Rpt Deadline: Weekly (9/13)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (9/13)	TL Appr Deadline: Weekly (9/13)	
					TL Appr Deadline: Biweekly (9/13)	
					Payroll Opens: TchFell (9/13)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
8	9	,	11	-		3 14
	Payroll Closes: TchFell (9/13)	Payroll Open/Close: Weekly (9/13)		TL Rpt Deadline: Weekly (9/20)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (9/13)			Check Date: Biweekly	
					TL Appr Deadline: Weekly (9/20)	
					Check Date: Teaching Fellows	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
15			18			21
	File Deadline: Stipend	Payroll Open/Close: Weekly (9/20)		TL Rpt Deadline: Weekly (9/27)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (9/27)	TL Appr Deadline: Weekly (9/27)	
				Payroll Opens: Monthly (9/30)	TL Appr Deadline: Biweekly (9/27)	
					Payroll Closes: Monthly (9/30)	
					Absence Approval Deadline	
	Absence Accrual Cycle			Absence Reporting Deadline	Absence Processing	
22	23					28
		Payroll Open/Close: Weekly (9/27)	Payroll Opens: Stipend (10/1)	TL Rpt Deadline: Weekly (10/4)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (9/27)		Payroll Closes: Stipend (10/1)	Check Date: Biweekly	
					TL Appr Deadline: Weekly (10/4)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
29						
	Check Date: Monthly					
Weekly = Ye	llow .					
Biweekly = B			All Dates/Deadlines subject to change			
Tarabina Fal			All Dates/Deadillies subject to change			

October 2019 TL/Payroll Schedule

Sunday	<u>Monday</u>	Tuesday	Wednesday	<u>Thursday</u>	<u>Friday</u>	Saturday
		1		2 = :	3 4	5
		Payroll Open/Close: Weekly (10/4)		TL Rpt Deadline: Weekly (10/11)	Check Date: Weekly	
		Check Date: Stipend		TL Rpt Deadline: Biweekly (10/11)	TL Appr Deadline: Weekly (10/11)	
		·			TL Appr Deadline: Biweekly (10/11)	
					Payroll Opens: TchFell (10/15)	
					, , , , , , , , , , , , , , , , , , ,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
6		7 8	9	9 10		12
	Payroll Closes: TchFell (10/15)	Payroll Open/Close: Weekly (10/11)	TL Rpt Deadline: Weekly (10/18)	TL Appr Deadline: Weekly (10/18)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (10/11)			Check Date: Biweekly	
					,	
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
13	Columbus Day	14 15	· ·	ŭ	7 18	19
		Payroll Open/Close: Weekly (10/18)	File Deadline: Stipend	TL Rpt Deadline: Weekly (10/25)	Check Date: Weekly	
		Check Date: Teaching Fellows		TL Rpt Deadline: Biweekly (10/25)	TL Appr Deadline: Weekly (10/25)	
					TL Appr Deadline: Biweekly (10/25)	
					127 pp. 2000mino. 2.moonily (10/20)	
					Absence Approval Deadline	
			Absence Accrual Cycle	Absence Reporting Deadline	Absence Processing	
20		21 22	,	i ÿ	· · · · · · · · · · · · · · · · · · ·	26
		Payroll Open/Close: Weekly (10/25)		TL Rpt Deadline: Weekly (11/1)	Check Date: Weekly	20
		Payroll Open/Close: Biweekly (10/25)		Payroll Opens: Monthly (10/31)	Check Date: Biweekly	
		r dyron openiologe. Envestay (16/20)		ayron opens. Monany (16/61)	TL Appr Deadline: Weekly (11/1)	
					Payroll Closes: Monthly (10/31)	
					Payroll Opens: Stipend (11/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
27		28 29	30	· ·		
	Payroll Closes: Stipend (11/1)	Payroll Open/Close: Weekly (11/1)	30	TL Rpt Deadline: Weekly (11/8)		
	ayron oloses. Oupena (11/1)	ayron Open/Olose. Weekly (11/1)		TL Rpt Deadline: Biweekly (11/8)		
				Check Date: Monthly		
				Check Date. Monthly		
				Absonce Reporting Deadlins		
Weekly = Ye	llow		Dates in Derentheses refer to the acce	Absence Reporting Deadline		
vveekiy = Ye	llOW		Dates in Parentheses refer to the asso	cialed Check Date		

Biweekly = Blue

Teaching Fellows = Gold

Monthly = Green

Stipend = Lavender

November 2019 TL/Payroll Schedule

Sunday	<u>Monday</u>	<u>Tuesday</u>	Wednesday	<u>Thursday</u>	Friday	Saturday
					1	2
					Check Date: Weekly	
					TL Appr Deadline: Weekly (11/8)	
					TL Appr Deadline: Biweekly (11/8)	
					Check Date: Stipend	
					Absence Approval Deadline	
					Absence Processing	
3	4	5	6	7	· · · · · · · · · · · · · · · · · · ·	9
		Payroll Open/Close: Weekly (11/8)	TL Rpt Deadline: Weekly (11/15)	TL Appr Deadline: Weekly (11/15)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (11/8)		Payroll Opens: TchFell (11/15)	Check Date: Biweekly	
					Payroll Closes: TchFell (11/15)	
					File Deadline: Stipend	
				Abarasa Arrasa Daradiina		
			Absence Reporting Deadline	Absence Approval Deadline Absence Processing		
10	Veteran's Day 11	12	1 0	·	15	16
10	veteran's Day	Payroll Open/Close: Weekly (11/11)	13	TL Rpt Deadline: Weekly (11/22)	Check Date: Weekly	16
		Payroll Open/Close. Weekly (11/11)		TL Rpt Deadline: Weekly (11/22)	TL Appr Deadline: Weekly (11/22)	
				TE RPI Deadille. Diweekly (11/22)	TL Appr Deadline: Weekly (11/22)	
					Payroll Opens: Monthly (11/27)	
					Check Date: Teaching Fellows	
					Absence Accrual Cycle	-
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
17	18	19	20			2 23
	Payroll Closes: Monthly (11/27)	Payroll Open/Close: Weekly (11/22)	TL Appr Deadline: Weekly (11/27)		Payroll Open/Close: Weekly (11/27)	
	i ayren enegge memany (1.721)		Payroll Opens: Stipend (11/27)	Payroll Closes: Stipend (11/27)	rayion openionous ricolary (11,21)	
		TL Rpt Deadline: Weekly (11/27)	. ayron opener oupena (1 1/21)	ayren enesser superia (+ i/21)		
		, , , , , , , , , , , , , , , , , , ,				
			Absence Approval Deadline			
		Absence Reporting Deadline	Absence Processing			
24	25	· •	Ü	Thanksgiving 28	Day After Thanksgiving 29	30
		TL Rpt Deadline: Weekly (12/6)	Check Date: Weekly			
		TL Rpt Deadline: Biweekly (12/6)	TL Appr Deadline: Weekly (12/6)			
		, ,	TL Appr Deadline: Biweekly (12/6)			
			Check Date: Monthly			
			Check Date: Stipend			
			Absence Approval Deadline			
		Absence Reporting Deadline	Absence Processing			
Weekly = Ye	I	' v	Dates in Parentheses refer to the asso	: 1 101 1 B 1		

Weekly = Yellow
Biweekly = Blue
Teaching Fellows = Gold
Monthly = Green
Stipend = Lavender

Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change