

May 2015 distributed payroll calendar.

~ May 2015 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Weekly Pay Date	2
3	4	5 12PM: Time Entry & Approval Deadline Interfaces due for 05/08/15 paydate	6 Weekly Payroll Processing	7	8 Weekly Pay Date	9
10	11	12 12PM: Time Entry & Approval Deadline Interfaces due for 05/15/15 paydate	13 Weekly Payroll Processing	14	15 Weekly Pay Date	16
17	18 5PM: OM Form Deadline for Monthly Payroll Changes	19 12PM: Time Entry & Approval Deadline Interfaces due for 05/22/15 paydate 5PM Stipend approval deadline	20 Weekly Payroll Processing 5PM: PA Form Deadline for Monthly Payroll Changes	21	22 Weekly Pay Date	23
24	25 HOLIDAY	26 12PM: Time Entry & Approval Deadline Interfaces due for 05/29/15 weekly and monthly paydate	27 Weekly Payroll Processing	28	29 Weekly and Monthly Pay Date	30
31	<b>Notes:</b>					

NOTES:

- ▶ Weekly employee Personnel Action forms should be submitted by the Friday before the weekly payroll-processing day. This allows time for all approvals by central departments.