

## FY 2022 MONTHLY PAYROLL CUTOFF SCHEDULE

PAY PERIODS			
FROM	THROUGH		PAYDAY
<b>6/6/2021</b>	<b>7/4/2021</b>		<b>7/30/2021</b>
7/5/2021	8/5/2021		8/31/2021
8/6/2021	9/5/2021		9/30/2021
9/6/2021	10/3/2021		10/29/2021
10/4/2021	11/1/2021		11/30/2021
11/2/2021	12/1/2021		12/17/2021
12/2/2021	1/2/2022		1/31/2022
1/3/2022	2/1/2022		2/28/2022
2/2/2022	3/1/2022		3/25/2022
3/2/2022	4/3/2022		4/29/2022
4/4/2022	5/1/2022		5/31/2022
5/2/2022	6/5/2022		6/30/2022
<b>6/6/2022</b>	<b>6/30/2022</b>		<b>7/29/2022</b>
<b>7/1/2022</b>	<b>7/3/2022</b>		<b>7/29/2022</b>
		<b>FINAL POSTING/END OF YEAR</b>	
		<b>ALL PAY AND LEAVE POSTED THRU JUNE 30</b>	

**DATES SUBJECT TO CHANGE:** Notification will be sent by email when this is necessary.

**\*\*\*ALL TIMESHEETS AND/OR ANY DOCUMENTATION ARE DUE TO THE PAYROLL DEPARTMENT (Location 8004) THE NEXT BUSINESS DAY AFTER CUTOFF.**

**ALL EDL PAPERWORK SHOULD BE SUBMITTED BY CLOSE OF BUSINESS ON THE DAY OF OCCURRENCE (6TH DAY OUT AND 1ST DAY OF RETURN).**

**\*\*\*\*INTEROFFICE:** Please forward changes and time records to Payroll as they are processed. Do not wait until the deadline date to send time records to be entered. If you have any concerns or questions, please do not hesitate to call Cathy Solomon at extension 1233.