Payday for Faculty & Staff - Pay warrants distributed to department designee.

Pay Day for Students, Hourly/Intermittent, Ext. Education Instructors, and Overtime Pay - Pay warrants provided to individual employees. - Deadline info as stated by: D200PPM

Direct Deposit Posted - Monthly pay posted by financial institutions for those employees enrolled in the Direct Deposit Program. - Posting info as stated by: D200PPM

Attendance Due In - All student timesheets and all employee timesheets (Absence and Additional Time Worked form STD 634) due in Payroll day after Master Payday. - Deadline as provided by: Payroll Office

Monthly Deadline for Personal Data Changes - Deadline to submit address changes, tax withholding, and other changes to Human Resources Programs. Please note that annual W-2 statements are mailed each January from the State Controller’s Office to employee address on file as of December 1st. Deadline calculated as: 4 working days prior to Payroll Cutoff. Deadline for 672 Time & Attendance Certification & to submit signed master certification document to Payroll Office. Deadline as provided by: HR Programs & Payroll

Payroll Cutoff - Last day for Payroll to process unpaid leave time, separations, NDI/DL and all other payroll irregularities. Information reported after this date may result in delay of pay. - Deadline info as stated by: D200PPM

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