

Wage Payroll Schedule - 2016

Fiscal Year	Pay Period	Pay Number	Final Cutoff for Entering Appts., Status Changes, Separations *	Timeclock Export**	Payday
16	December 16 - 31	1	Wednesday, December 23, 2015	Monday, Jan 4 ONE DAY ONLY	Thursday, January 14, 2016
	January 1 - 15	2	Friday, January 15, 2016	Tuesday, Jan 19 ONE DAY ONLY	Monday, February 01, 2016
	January 16 - 31	3	Friday, January 29, 2016	Monday, Feb 1 & Tuesday Feb 2	Tuesday, February 16, 2016
	February 1 - 15	4	Monday, February 15, 2016	Tuesday, Feb 16 & Wednesday, Feb 17	Tuesday, March 01, 2016
	February 16 - 28	5	Monday, February 29, 2016	Tuesday, Mar 1 & Wednesday, Mar 2	Wednesday, March 16, 2016
	March 1 - 15	6	Tuesday, March 15, 2016	Wednesday, Mar 16 & Thursday, Mar 17	Thursday, March 31, 2016
	March 16 - 31	7	Thursday, March 31, 2016	Friday, Apr 1 & Monday, Apr 4	Friday, April 15, 2016
	April 1 - 15	8	Friday, April 15, 2016	Monday, Apr 18 & Tuesday, Apr 19	Friday, April 29, 2016
	April 16 - 30	9	Friday, April 29, 2016	Monday, May 2 & Tuesday, May 3	Monday, May 16, 2016
	May 1 - 15	10	Friday, May 13, 2016	Monday, May 16 & Tuesday, May 17	Wednesday, June 01, 2016
	May 16 - 31	11	Tuesday, May 31, 2016	Wednesday, Jun 1 & Thursday, Jun 2	Thursday, June 16, 2016
	June 1 - 15	12	Wednesday, June 15, 2016	Thursday Jun 16 ONE DAY ONLY	Friday, July 01, 2016
17	June 16 - 30	13	Thursday, June 30, 2016	Friday, Jul 1 & Tuesday, Jul 5	Friday, July 15, 2016
	July 1 - 15	14	Friday, July 15, 2016	Monday, Jul 18 & Tuesday, Jul 19	Monday, August 01, 2016
	July 16 - 31	15	Friday, July 29, 2016	Monday, Aug 1 & Tuesday, Aug 2	Tuesday, August 16, 2016
	August 1 - 15	16	Monday, August 15, 2016	Tuesday, Aug 16 & Wednesday, Aug 17	Thursday, September 01, 2016
	August 16 - 31	17	Wednesday, August 31, 2016	Thursday, Sep 1 & Friday, Sep 2	Friday, September 16, 2016
	September 1 - 15	18	Thursday, September 15, 2016	Friday, Sep 16 & Monday, Sep 19	Friday, September 30, 2016
	September 16 - 30	19	Friday, September 30, 2016	Monday, Oct 3 & Tuesday, Oct 4	Friday, October 14, 2016
	October 1 - 15	20	Friday, October 14, 2016	Monday, Oct 17 & Tuesday, Oct 18	Tuesday, November 01, 2016
	October 16 - 31	21	Monday, October 31, 2016	Tuesday, Nov 1 & Wednesday, Nov 2	Wednesday, November 16, 2016
	November 1 - 15	22	Tuesday, November 15, 2016	Wednesday, Nov 16 & Thursday, Nov 17	Thursday, December 01, 2016
	November 16 - 30	23	Wednesday, November 30, 2016	Thursday, Dec 1 & Friday, Dec 2	Friday, December 16, 2016
	December 1 - 15	24	Thursday, December 15, 2016	Friday, Dec 16 ONE DAY ONLY	Friday, December 30, 2016

***Wage appointments should be entered prior to the employee beginning work so they are able to clock in and out**

**TimeClock exports are run at 2 pm on the first day and 11am on the second day when there are 2 days of entry.

When TimeClock exports are one day only, the export is run at Noon.

Please enter any additional hours after the TimeClock export has been completed.