

August 2024

Deadlines Subject to Change: Final Version E-Mailed Monthly

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
PAY ID	Work Cycle	Time Entry Date	Payday	SM16 & MN8 Open for Entry		
SM15	07/16 – 07/31	07/16 – 08/06	08/15 Thursday			
SM16	08/01 – 08/15	08/01 – 08/21	08/30 Friday			
MN8	08/01 – 08/31	08/01 – 08/21	08/30 Friday			
SM17	08/16 – 08/31	08/16 – 09/04	09/13 Friday			
4	5	6	7	8	9	10
		SM15 Entry Closes at Noon	SM15 Deduction Upload by Noon Approvals by 3:00			
11	12	13	14	15	16	17
	GATA MN8 EPAFs Completed	BOM FLAC Entry by 1:00 PM		Contracts/PSAs Due in Payroll	SM17 Open for Entry	
				PAYDAY SM15		
18	19	20	21	22	23	24
		HRS Faculty FLAC/EPAFs Submitted by 1:00 PM	SM16 & MN8 Entry Closes at Noon	SM16 & MN8 Deduction Upload by Noon Approvals by 3:00		
25	No Manuel Cks 26	No Manual Cks 27	28	29	30	31
					PAYDAY SM16 & MN8	