

## Human Resources

### State Hourly-Faculty/Staff Employees

### Payroll Calendar

### Due Dates for 2018-2019

Period No.	Period From	Period To	Personnel Transaction Form (ePTF) Due Dates		Timesheets Due (Noon)		Paycheck Distributed
1	3/29/2018	- 4/11/2018	Thursday	4/5/2018	Thursday	4/12/2018	5/2/2018
2	4/12/2018	- 4/25/2018	Thursday	4/19/2018	Thursday	4/26/2018	5/16/2018
3	4/26/2018	- 5/9/2018	Thursday	5/3/2018	Thursday	5/10/2018	5/30/2018
4	5/10/2018	- 5/23/2018	Thursday	5/17/2018	Thursday	5/24/2018	6/13/2018
5	5/24/2018	- 6/6/2018	Thursday	5/31/2018	Thursday	6/7/2018	6/27/2018
6	6/7/2018	- 6/20/2018	Thursday	6/14/2018	Thursday	6/21/2018	7/11/2018
7	6/21/2018	- 7/4/2018	Thursday	6/28/2018	Thursday	7/5/2018	7/25/2018
8	7/5/2018	- 7/18/2018	Thursday	7/12/2018	Thursday	7/19/2018	8/8/2018
9	7/19/2018	- 8/1/2018	Thursday	7/26/2018	Thursday	8/2/2018	8/22/2018
10	8/2/2018	- 8/15/2018	Thursday	8/9/2018	Thursday	8/16/2018	9/5/2018
11	8/16/2018	- 8/29/2018	Thursday	8/23/2018	Thursday	8/30/2018	9/19/2018
12	8/30/2018	- 9/12/2018	Thursday	9/6/2018	Thursday	9/13/2018	10/3/2018
13	9/13/2018	- 9/26/2018	Thursday	9/20/2018	Thursday	9/27/2018	10/17/2018
14	9/27/2018	- 10/10/2018	Thursday	10/4/2018	Thursday	10/11/2018	10/31/2018
15	10/11/2018	- 10/24/2018	Thursday	10/18/2018	Thursday	10/25/2018	11/14/2018
16	10/25/2018	- 11/7/2018	Thursday	11/1/2018	Thursday	11/8/2018	11/28/2018
17	11/8/2018	- 11/21/2018	Thursday	11/15/2018	Wednesday	11/21/2018	12/12/2018
18	11/22/2018	- 12/5/2018	Thursday	11/29/2018	Thursday	12/6/2018	12/26/2018
19	12/6/2018	- 12/19/2018	Thursday	12/13/2018	Thursday	12/20/2018	1/9/2019
20	12/20/2018	- 1/2/2019	Thursday	12/27/2018	Thursday	1/3/2019	1/23/2019
21	1/3/2019	- 1/16/2019	Thursday	1/10/2019	Thursday	1/17/2019	2/6/2019
22	1/17/2019	- 1/30/2019	Thursday	1/24/2019	Thursday	1/31/2019	2/20/2019
23	1/31/2019	- 2/13/2019	Thursday	2/7/2019	Thursday	2/14/2019	3/6/2019
24	2/14/2019	- 2/27/2019	Thursday	2/21/2019	Thursday	2/28/2019	3/20/2019
25	2/28/2019	- 3/13/2019	Thursday	3/7/2019	Thursday	3/14/2019	4/3/2019
26	3/14/2019	- 3/27/2019	Thursday	3/21/2019	Thursday	3/28/2019	4/17/2019

**Notes:**

- 1 Personnel Transaction Forms (ePTFs) and timesheets must be received by the due date to be paid on time.
- 2 To ensure timely payment, original timesheets, with original signatures, must be received by the due date.  
*WE DO NOT ACCEPT FAXES OR SCANS OF THE TIMESHEETS.*