

**THE RESEARCH FOUNDATION OF THE STATE UNIVERSITY OF NEW YORK AT BUFFALO  
CALENDAR OF PAYROLL DUE DATES FOR BI-WEEKLY SALARIED PERSONNEL**

**2017-2018**

**BI-WEEKLY**

<b>PAYROLL PERIOD</b>	<b>APPOINTMENT, EMPLOYEE CHANGE FORMS DUE IN RF HUMAN RESOURCE SERVICES &amp; FELLOWSHIPS DUE IN SPS</b>	<b>**APPTS. &amp; SALARY INCREASES CAN BE RETROACTIVE WITHOUT JUSTIFICATION TO:</b>
06/24-07/07/17	Thursday 06/22/17	04/29/17
07/08-07/21/17	Thursday 07/06/17	05/13/17
07/22-08/04/17	Friday 07/21/17	05/27/17
08/05-08/18/17	Friday 08/04/17	06/10/17
08/19-09/01/17	Thursday 08/17/17	06/24/17
09/02-09/15/17	Friday 09/01/17	07/08/17
09/16-09/29/17	Friday 09/15/17	07/22/17
09/30-10/13/17	Friday 09/29/17	08/05/17
10/14-10/27/17	Friday 10/13/17	08/19/17
10/28-11/10/17	Friday 10/27/17	09/02/17
11/11-11/24/17	Wednesday 11/08/17	09/16/17
11/25-12/08/17	Friday 11/24/17	09/30/17
12/09-12/22/17	Thursday 12/07/17	10/14/17
12/23-01/05/18	Wednesday 12/20/17	10/28/17
01/06-01/19/18	Friday 01/05/18	11/11/17
01/20-02/02/18	Friday 01/19/18	11/25/17
02/03-02/16/18	Friday 02/02/18	12/09/17
02/17-03/02/18	Friday 02/16/18	12/23/17
03/03-03/16/18	Friday 03/02/18	01/06/18
03/17-03/30/18	Friday 03/16/18	01/20/18
03/31-04/13/18	Friday 03/30/18	02/03/18
04/14-04/27/18	Friday 04/13/18	02/17/18
04/28-05/11/18	Friday 04/27/18	03/03/18
05/12-05/25/18	Friday 05/11/18	03/17/18
05/26-06/08/18	Friday 05/25/18	03/30/18
06/09-06/22/18	Friday 06/08/18	04/14/18

\*\*Appointments or salary increases which are effective prior to this date require a letter of explanation regarding the reasons for the late submission. These explanations should accompany the Assignment, Employee Change, Labor Distribution or Fellowship form so the appropriate approval may be obtained.