



THE RESEARCH FOUNDATION PAYROLL DUE DATES FOR HOURLY PERSONNEL

2017 - 2018

PAYROLL PERIOD	HOURLY TIMESHEETS DUE IN PAYROLL	**HOURS TO BE PAID CAN BE RETROACTIVE WITHOUT JUSTIFICATION TO:	PAYCHECKS TO BE DISTRIBUTED:
06/10-06/23/17	Thursday 06/29/17	04/15/17	07/07/17
06/24-07/07/17	Friday 07/14/17	04/29/17	07/21/17
07/08-07/21/17	Friday 07/28/17	05/13/17	08/04/17
07/22-08/04/17	Friday 08/11/17	05/27/17	08/18/17
08/05-08/18/17	Friday 08/25/17	06/10/17	09/01/17
08/19-09/01/17	Friday 09/08/17	06/24/17	09/15/17
09/02-09/15/17	Friday 09/22/17	07/08/17	09/29/17
09/16-09/29/17	Friday 10/06/17	07/22/17	10/13/17
09/30-10/13/17	Friday 10/20/17	08/05/17	10/27/17
10/14-10/27/17	Friday 11/03/17	08/19/17	11/10/17
10/28-11/10/17	Friday 11/17/17	09/02/17	11/24/17
11/11-11/24/17	Friday 12/01/17	09/16/17	12/08/17
11/25-12/08/17	Friday 12/15/17	09/30/17	12/22/17
12/09-12/22/17	Thursday 12/28/17	10/14/17	01/05/18
12/23-01/05/18	Friday 01/12/18	10/28/17	01/19/18
01/06-01/19/18	Friday 01/26/18	11/11/17	02/02/18
01/20-02/02/18	Friday 02/09/18	11/25/17	02/16/18
02/03-02/16/18	Friday 02/23/18	12/09/17	03/02/18
02/17-03/02/18	Friday 03/09/18	12/23/17	03/16/18
03/03-03/16/18	Friday 03/23/18	01/06/18	03/30/18
03/17-03/30/18	Friday 04/06/18	01/20/18	04/13/18
03/31-04/13/18	Friday 04/20/18	02/03/18	04/27/18
04/14-04/27/18	Friday 05/04/18	02/17/18	05/11/18
04/28-05/11/18	Friday 05/18/18	03/03/18	05/25/18
05/12-05/25/18	Friday 06/01/18	03/17/18	06/08/18
05/26-06/08/18	Friday 06/15/18	03/30/18	06/22/18

**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.