

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

2018-2019

BI-WEEKLY

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

**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.