

# 2019 PAYROLL SCHEDULE

## Nonacademic, Students, Hourlies & Grad Hourlies

Paycheck ID		Pay No.	Work Time Paid (Pay Period)	Paycheck Process Date (Calc Date)	Pay Date	Insurance Coverage Dates
JAN	Bi-Weekly	1	12/16/2018 - 12/29/2018	01/03/2019	01/09/2019	01/01/2019 - 01/15/2019
	Bi-Weekly	2	12/30/2018 - 01/12/2019	01/16/2019	01/23/2019	01/16/2019 - 01/31/2019
FEB	Bi-Weekly	3	01/13/2019 - 01/26/2019	01/30/2019	02/06/2019	02/01/2019 - 02/15/2019
	Bi-Weekly	4	01/27/2019 - 02/09/2019	02/13/2019	02/20/2019	02/16/2019 - 02/29/2019
MAR	Bi-Weekly	5	02/10/2019 - 02/23/2019	02/27/2019	03/06/2019	03/01/2019 - 03/15/2019
	Bi-Weekly	6	02/24/2019 - 03/09/2019	03/13/2019	03/20/2019	03/16/2019 - 03/31/2019
APR	Bi-Weekly	7	03/10/2019 - 03/23/2019	03/27/2019	04/03/2019	04/01/2019 - 04/15/2019
	Bi-Weekly	8	03/24/2019 - 04/06/2019	04/10/2019	04/17/2019	04/16/2019 - 04/30/2019
MAY	Bi-Weekly	9	04/07/2019 - 04/20/2019	04/24/2019	05/01/2019	05/01/2019 - 05/15/2019
	Bi Weekly	10	04/21/2019 - 05/04/2019	05/08/2019	05/15/2019	05/16/2019 - 05/31/2019
	Bi-Weekly	***11	05/05/2019 - 05/18/2019	05/22/2019	05/29/2019	***No deductions taken
JUN	Bi-Weekly	12	05/19/2019 - 06/01/2019	06/05/2019	06/12/2019	06/01/2019 - 06/15/2019
	Bi-Weekly	13	06/02/2019 - 06/15/2019	06/19/2019	06/26/2019	06/16/2019 - 06/30/2019
JUL	Bi-Weekly	14	06/16/2019 - 06/29/2019	07/02/2019	07/10/2019	07/01/2019 - 07/15/2019
	Bi-Weekly	15	06/30/2019 - 07/13/2019	07/17/2019	07/24/2019	07/16/2019 - 07/31/2019
AUG	Bi-Weekly	16	07/14/2019 - 07/27/2019	07/31/2019	08/07/2019	08/01/2019 - 08/15/2019
	Bi-Weekly	17	07/28/2019 - 08/10/2019	08/14/2019	08/21/2019	08/16/2019 - 08/31/2019
SEP	Bi-Weekly	18	08/11/2019 - 08/24/2019	08/28/2019	09/04/2019	09/01/2019 - 09/15/2019
	Bi-Weekly	19	08/25/2019 - 09/07/2019	09/11/2019	09/18/2019	09/16/2019 - 09/30/2019
OCT	Bi-Weekly	20	09/08/2019 - 09/21/2019	09/25/2019	10/02/2019	10/01/2019 - 10/15/2019
	Bi-Weekly	21	09/22/2019 - 10/05/2019	10/09/2019	10/16/2019	10/16/2019 - 10/31/2019
	Bi-Weekly	***22	10/06/2019 - 10/19/2019	10/23/2019	10/30/2019	***No deductions taken
NOV	Bi-Weekly	23	10/20/2019 - 11/02/2019	11/06/2019	11/13/2019	11/01/2019 - 11/15/2019
	Bi-Weekly	24	11/03/2019 - 11/16/2019	11/19/2019	11/27/2019	11/16/2019 - 11/30/2019
DEC	Bi-Weekly	25	11/17/2019 - 11/30/2019	12/04/2019	12/11/2019	12/01/2019 - 12/15/2019
	Bi-Weekly	26	12/01/2019 - 12/14/2019	12/18/2019	12/24/2019	12/16/2019 - 12/31/2019

(\*\*\*) When there are 3 pay dates in the same month, voluntary deductions will not be taken on the 3rd pay date

- 1) An employee must be actively employed, or benefits eligible on the first day of an insurance coverage period to owe premiums for that period.
- 2) Owed back premiums will be taken from the next available paycheck after University Payroll & Benefits is notified of the discrepancy.  
Employees will be notified of this action by email and campus mail.