

## Calendar Year 2022 Biweekly Payroll Schedule

PAY NO.	PAY DATE	PAY PERIOD		*DEADLINE FOR ADDING/DELETING TO PAYROLL	Cut off date for Benefits Focus	TIMESHEETS & RECAPS DUE BY NOON	Holidays in pay period
		BEGINNING	ENDING				
1	1/14/2022	12/25/2021	1/7/2022	1/5/2022	1/4/2022	1/7/2022	Christmas+2 (December 23, 24, 25) Winter Recess (December 28, 29, 30, 31) New Years Day (Jan 1)
2	1/28/2022	1/8/2022	1/21/2022	1/19/2022	1/18/2022	1/21/2022	
3	2/11/2022	1/22/2022	2/4/2022	2/2/2022	2/1/2022	2/4/2022	
4	2/25/2022	2/5/2022	2/18/2022	2/16/2022	2/15/2022	2/18/2022	
5	3/11/2022	2/19/2022	3/4/2022	3/2/2022	3/1/2022	3/4/2022	
6	3/25/2022	3/5/2022	3/18/2022	3/16/2022	3/15/2022	3/18/2022	
7	4/8/2022	3/19/2022	4/1/2022	3/30/2022	3/29/2022	4/1/2022	
8	4/22/2022	4/2/2022	4/15/2022	4/12/2022 **	4/11/2022 **	4/14/2022 **	Good Friday (April 15)
9	5/6/2022	4/16/2022	4/29/2022	4/27/2022	4/26/2022	4/29/2022	
10	5/20/2022	4/30/2022	5/13/2022	5/11/2022	5/10/2022	5/13/2022	
11	6/3/2022	5/14/2022	5/27/2022	5/24/2022 **	5/23/2022 **	5/26/2022 **	Memorial Day (May 30)
12	6/17/2022	5/28/2022	6/10/2022	6/8/2022	6/7/2022	6/10/2022	
13	7/1/2022	6/11/2022	6/24/2022	6/22/2022	6/21/2022	6/24/2022	
14	7/15/2022	6/25/2022	7/8/2022	7/6/2022	7/5/2022	7/8/2022	Independence Day (July 4)
15	7/29/2022	7/9/2022	7/22/2022	7/20/2022	7/19/2022	7/22/2022	
16	8/12/2022	7/23/2022	8/5/2022	8/3/2022	8/2/2022	8/5/2022	
17	8/26/2022	8/6/2022	8/19/2022	8/17/2022	8/16/2022	8/19/2022	
18	9/9/2022	8/20/2022	9/2/2022	8/30/2022 **	8/29/2022 **	9/1/2022 **	Labor Day (September 5)
19	9/23/2022	9/3/2022	9/16/2022	9/14/2022	9/13/2022	9/16/2022	
20	10/7/2022	9/17/2022	9/30/2022	9/28/2022	9/27/2022	9/30/2022	
21	10/21/2022	10/1/2022	10/14/2022	10/12/2022	10/11/2022	10/14/2022	
22	11/4/2022	10/15/2022	10/28/2022	10/26/2022	10/25/2022	10/28/2022	
23	11/18/2022	10/29/2022	11/11/2022	11/9/2022	11/8/2022	11/11/2022	
24	12/2/2022	11/12/2022	11/25/2022	11/17/2022 **	11/16/2022 **	11/22/2022 **	Thanksgiving+2 (November 23-24-25)
25	12/16/2022	11/26/2022	12/9/2022	12/7/2022	12/6/2022	12/9/2022	12/26/22 is Christmas observed
26	12/30/2022	12/10/2022	12/23/2022	12/13/2022	12/12/2022	12/15/2022	1/2/2023 is New Year's Day observed

\*All payroll data from departments, excluding timesheets and recaps, is due by 4:30 PM on these dates, unless the calendar requires a change in the payroll processing time or if the University is closed any time before/after these dates.

\*\*Accelerated deadline due to holiday, subject to change. Holiday memo will be sent prior to deadlines.