

Payroll Calendar
FY 2022/2023

Biweekly Pay Period	Biweekly Pay Date	Manager Approve Time Dates	No Deductions
14	Jun 18, 2022	Jul 01, 2022	New fiscal year
15	Jul 02, 2022	Jul 15, 2022	
16	Jul 16, 2022	Jul 29, 2022	
17	Jul 30, 2022	Aug 12, 2022	
18	Aug 13, 2022	Aug 26, 2022	
19	Aug 27, 2022	Sep 09, 2022	
20	Sep 10, 2022	Sep 23, 2022	No deductions
21	Sep 24, 2022	Oct 07, 2022	
22	Oct 08, 2022	Oct 21, 2022	
23	Oct 22, 2022	Nov 04, 2022	
24	Nov 05, 2022	Nov 18, 2022	
25	Nov 19, 2022	Dec 02, 2022	
26	Dec 03, 2022	Dec 16, 2022	

Monthly Pay Period	Monthly Pay Date
Jul 31, 2022	Jul 29, 2022
Aug 31, 2022	Aug 31, 2022
Sep 30, 2022	Sep 30, 2022
Oct 31, 2022	Oct 31, 2022
Nov 30, 2022	Nov 30, 2022
Dec 31, 2022	Dec 30, 2022
Jan 31, 2023	Jan 31, 2023
Feb 28, 2023	Feb 28, 2023
Mar 31, 2023	Mar 31, 2023
Apr 30, 2023	Apr 28, 2023
May 31, 2023	May 31, 2023
Jun 30, 2023	Jun 30, 2023

Biweekly Pay Period	Biweekly Pay Date	Manager Approve Time Dates	No Deductions
1	Dec 17, 2022	Dec 30, 2022	Jan 06, 2023
2	Dec 31, 2022	Jan 13, 2023	Jan 20, 2023
3	Jan 14, 2023	Jan 27, 2023	Feb 03, 2023
4	Jan 28, 2023	Feb 10, 2023	Feb 17, 2023
5	Feb 11, 2023	Feb 24, 2023	Mar 03, 2023
6	Feb 25, 2023	Mar 10, 2023	Mar 17, 2023
7	Mar 11, 2023	Mar 24, 2023	Mar 31, 2023
8	Mar 25, 2023	Apr 06, 2023	Apr 14, 2023
9	Apr 08, 2023	Apr 21, 2023	Apr 28, 2023
10	Apr 22, 2023	May 05, 2023	May 12, 2023
11	May 06, 2023	May 19, 2023	May 26, 2023
12	May 20, 2023	Jun 02, 2023	Jun 09, 2023
13	Jun 03, 2023	Jun 16, 2023	Jun 23, 2023

Biweekly Notes

Time cards must be submitted by the last day of the pay period

*Managers must approve time cards the following Monday by 3p.m. Any exceptions will be posted on MYHR

All Biweekly EAF changes & Special Pays must be submitted by last day of the pay period

Monthly Notes

Checks distributed on last working day of the Month

Absences must be approved at least 5 business days before pay date

All EAF changes & Special Pays need to be submitted by the 20th of the Month