

2013 Payroll Schedule & Holiday Calendar

2013 PAYDAY SCHEDULE

<u>Inclusive Dates</u>	<u>Pay Day</u>
01/01 – 01/30	JANUARY 30
01/31 – 02/28	FEBRUARY 28
03/01 – 03/31	MARCH 29
04/01 – 04/30	APRIL 30
05/01 – 05/30	MAY 30
05/31 – 06/30	JUNE 28
07/01 – 07/30	JULY 30
07/31 – 08/29	AUGUST 29
08/30 – 09/30	SEPTEMBER 30
10/01 – 10/30	OCTOBER 30
10/31 – 11/30	NOVEMBER 29
12/01 – 12/31	DECEMBER 31

Direct Deposit Posting Date

<u>2013 Pay Period</u>	<u>Posting Date</u>
JANUARY	JANUARY 31
FEBRUARY	MARCH 1
MARCH	APRIL 2
APRIL	MAY 1
MAY	MAY 31
JUNE	JULY 1
JULY	JULY 31
AUGUST	AUGUST 30
SEPTEMBER	OCTOBER 1
OCTOBER	OCTOBER 31
NOVEMBER	DECEMBER 2
DECEMBER	JANUARY 2, 2014

STUDENT/HOURLY PAYDAY

<u>2013 Pay Period</u>	<u>Payday</u>
January	February 15
February	March 15
March	April 15
April	May 15
May	June 14
June	July 15
July	August 15
August	September 16
September	October 15
October	November 15
November	December 16
December	January 15, 2014

2013 HOLIDAY SCHEDULE

January 1	New Year's Day Tuesday
January 21	Martin Luther King, Jr. Day Monday
April 1	Cesar Chavez Day observed Monday
May 27	Memorial Day Monday
July 4	Independence Day Thursday
September 2	Labor Day Monday
November 11	Veteran's Day Monday
November 28	Thanksgiving Day Thursday
November 29	Holiday Friday (move Washington's B'day)
December 25	Christmas Day Wednesday
December 26	Holiday Thursday (move Columbus Day)
December 27	Holiday Friday (move Lincoln's B'day)
December 30	Holiday Monday (move Admissions Day)
December 31	<u>CAMPUS CLOSED</u>

Note: If the Governor authorizes holiday informal time off, it may be scheduled on the last working day before Winter Break. The 4 hours holiday informal time off is combined with the non-exempt employee's available leave credits. The holiday informal time may not be used on campus closure days.