

Law School Biweekly Payroll Schedule 2020-2021

PAY PERIOD		APPROVED BY THE APPROVER ON	PAY DAY
Beginning	Ending		
(Monday)	(Sunday)	(Monday)	(Friday)
08/17/20	08/30/20	08/31/20	09/11/20
08/31/20	09/13/20	09/14/20	09/25/20
09/14/20	09/27/20	09/28/20	10/09/20
09/28/20	10/11/20	10/12/20	10/23/20
10/12/20	10/25/20	10/26/20	11/06/20
10/26/20	11/08/20	11/09/20	11/20/20
11/09/20	11/22/20	11/23/20 (10AM)	12/04/20
11/23/20	12/06/20	12/07/20	12/18/20
12/07/20	12/20/20	12/21/20 (10AM)	12/31/20
12/21/20	01/03/21	01/04/21	01/15/21
01/04/21	01/17/21	01/18/21*	01/29/21
01/18/21	01/31/21	02/01/21	02/12/21
02/01/21	02/14/21	02/15/21*	02/26/21
02/15/21	02/28/21	03/01/21	03/12/21
03/01/21	03/14/21	03/15/21	03/26/21
03/15/21	03/28/21	03/29/21	04/09/21
03/29/21	04/11/21	04/12/21	04/23/21
04/12/21	04/25/21	04/26/21	05/07/21
04/26/21	05/09/21	05/10/21	05/21/21
05/10/21	05/23/21	05/24/21	06/04/21
05/24/21	06/06/21	06/07/21	06/18/21
06/07/21	06/20/21	06/21/21	07/02/21
06/21/21	07/04/21	07/05/21*	07/16/21
07/05/21	07/18/21	07/19/21	07/30/21
07/19/21	08/01/21	08/02/21	08/13/21
08/02/21	08/15/21	08/16/21	08/27/21

- Hourly employees: record your attendance each day you work. If you do not submit your hours in accordance with this schedule, your pay may be delayed.
- Timesheet approvers/supervisors: review, edit and approve biweekly timesheets at the end of each pay period in accordance with the above schedule. The dates that have an asterisk note holidays – for their corresponding timesheets, you may approve after your employee's last clock out or during the weekend instead of on the holiday.