

## 2021 PAYROLL DEADLINES FOR PERSONNEL ACTIONS (Additional Payment Forms, ePAFs or pPAFs)

| Pay Period Name | Pay Period Begin Date | Pay Period End Date | Action Due Date for Final HR Approver <sup>5</sup> : | Pay Check Date |
|-----------------|-----------------------|---------------------|--|----------------|
| N               | 12/25/20              | 01/07/21            | 12/11/20   | 01/15/21       |
| O               | 01/08/21              | 01/21/21            | 01/08/21   | 01/29/21       |
| P               | 01/22/21              | 02/04/21            | 01/22/21   | 02/12/21       |
| Q               | 02/05/21              | 02/18/21            | 02/05/21   | 02/26/21       |
| R               | 02/19/21              | 03/04/21            | 02/19/21   | 03/12/21       |
| S               | 03/05/21              | 03/18/21            | 03/05/21 <sup>1</sup>                                | 03/26/21       |
| T               | 03/19/21              | 04/01/21            | 03/19/21   | 04/09/21       |
| U               | 04/02/21              | 04/15/21            | 04/02/21   | 04/23/21       |
| V               | 04/16/21              | 04/29/21            | 04/16/21   | 05/07/21       |
| W               | 04/30/21              | 05/13/21            | 04/30/21   | 05/21/21       |
| X               | 05/14/21              | 05/27/21            | 05/14/21   | 06/04/21       |
| Y               | 05/28/21              | 06/10/21            | 05/28/21   | 06/18/21       |
| Z               | 06/11/21              | 06/24/21            | 06/11/21   | 07/02/21       |
| A               | 06/25/21              | 07/08/21            | 06/25/21   | 07/16/21       |
| B               | 07/09/21              | 07/22/21            | 07/09/21 <sup>2</sup>                                | 07/30/21       |
| C               | 07/23/21              | 08/05/21            | 07/23/21   | 08/13/21       |
| D               | 08/06/21              | 08/19/21            | 08/06/21   | 08/27/21       |
| E               | 08/20/21              | 09/02/21            | 08/20/21   | 09/10/21       |
| F               | 09/03/21              | 09/16/21            | 09/03/21   | 09/24/21       |
| G               | 09/17/21              | 9/30/21             | 09/17/21   | 10/08/21       |
| H               | 10/01/21              | 10/14/21            | 10/01/21   | 10/22/21       |
| I               | 10/15/21              | 10/28/21            | 10/15/21   | 11/05/21       |
| J               | 10/29/21              | 11/11/21            | 10/29/21 <sup>3</sup>                                | 11/19/21       |
| K               | 11/12/21              | 11/25/21            | 11/12/21   | 12/03/21       |
| L               | 11/26/21              | 12/09/21            | 11/26/21 <sup>4</sup>                                | 12/17/21       |
| M               | 12/10/21              | 12/23/21            | 12/10/21   | 12/31/21       |

<sup>1</sup> Deadline for Summer Graduate Assistant Appointments

<sup>2</sup> Deadline for Fall Graduate Assistant Appointments

<sup>3</sup> Deadline for Spring Graduate Assistant Appointments

<sup>4</sup> Subject to change

<sup>5</sup> One Time Pay Requests requiring Sponsored Research approval should be submitted to SRAS at least 2 days prior to the HR deadline.