March 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Is	aturday
<u>ounday</u>	<u>inoriday</u>	Tuesday	- Treamesday	- Thursday	- Induy	<u> 1 ≃</u>	2
					Check Date: Weekly	-1	- 1
					TL Appr Deadline: Weekly (3/8)		
					TL Appr Deadline: Biweekly (3/8)		
					Check Date: Stipend		
					Absence Approval Deadline		
					Absence Processing		
3	4	5	6		7	8	9
		Payroll Open/Close: Weekly (3/8)		TL Rpt Deadline: Weekly (3/15)	Check Date: Weekly		
		Payroll Open/Close: Biweekly (3/8)			Check Date: Biweekly		
					TL Appr Deadline: Weekly (3/15)		
					Payroll Opens: TchFell (3/15)		
					About Annual Books		
				Absence Reporting Deadline	Absence Approval Deadline Absence Processing		
10	11	12	13			15	16
'"	Payroll Closes: TchFell (3/15)	Payroll Open/Close: Weekly (3/15)	19	TL Rpt Deadline: Weekly (3/22)	Check Date: Weekly	13	10
	Fayron Closes. Terreii (5/15)	rayion Open/Close. Weekly (5/15)		TL Rpt Deadline: Biweekly (3/22)	Check Date: Weekly Check Date: Teaching Fellows		
				TE TOT Beadine. Diweckly (0/22)	TL Appr Deadline: Weekly (3/22)		
					TL Appr Deadline: Biweekly (3/22)		
					Absence Accrual Cycle		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
17	18		-)		22	23
		Payroll Open/Close: Weekly (3/22)	File Deadline: Stipend	TL Rpt Deadline: Weekly (3/29)	Check Date: Weekly		
		Payroll Open/Close: Biweekly (3/22)		Payroll Opens: Monthly (3/29)	Check Date: Biweekly		
					TL Appr Deadline: Weekly (3/29)		
					Payroll Closes: Monthly (3/29)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
24	25					29	30
		Payroll Open/Close: Weekly (3/29)	Payroll Opens/Closed: Stipend (4/1)	TL Rpt Deadline: Weekly (4/5)	Check Date: Weekly		
				TL Rpt Deadline: Biweekly (4/5)	Check Date: Monthly		
					TL Appr Deadline: Weekly (4/5)		
31					TL Appr Deadline: Biweekly (4/5)		
					l., , , ₅ ,,,		
					Absence Approval Deadline		
Weekly = Yell			Dates in Parentheses refer to the associated	Absence Reporting Deadline	Absence Processing		
Biweekly = Bl			All Dates/Deadlines subject to change	Jaled Check Date			
Teaching Fell			All Dates/Deadilles Subject to Charige				
Monthly = Gre							
Stipend = Lav							
Oupenu – Lav	CHUCI	I					

April 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4		5 (
	Check Date: Stipend	Payroll Open/Close: Weekly (4/5)	-	TL Rpt Deadline: Weekly (4/12)	Check Date: Weekly	
		Payroll Open/Close: Weekly (4/5) Payroll Open/Close: Biweekly (4/5)		, , , , , , , , , , , , , , , , , , , ,	Check Date: Biweekly	
		, .,, .,			TL Appr Deadline: Weekly (4/12)	
					Payroll Opens: TchFell (4/15)	
					rayion opens. Form on (1710)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	1
/	8	9	10			2 13
	Payroll Closes: TchFell (4/15)	Payroll Open/Close: Weekly (4/12)		TL Rpt Deadline: Weekly (4/19)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (4/19)	TL Appr Deadline: Weekly (4/19)	
					TL Appr Deadline: Biweekly (4/19)	
					AL	
					Absence Approval Deadline	
	45	40	47	Absence Reporting Deadline	Absence Processing	2
14			17			9 20
	Check Date: Teaching Fellows	Payroll Open/Close: Weekly (4/19)		TL Rpt Deadline: Weekly (4/26)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (4/19)		File Deadline: Stipend	TL Appr Deadline: Weekly (4/26)	
					Check Date: Biweekly	
					Alexander American Describer	
			l.,		Absence Approval Deadline	
24	20	22		Absence Reporting Deadline	Absence Processing	0
21	22					6 27
		Payroll Open/Close: Weekly (4/26)	Payroll Opens: Monthly (4/30)	TL Rpt Deadline: Weekly (5/3)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (5/3)	TL Appr Deadline: Weekly (5/3)	
				Payroll Closes: Monthly (4/30)	TL Appr Deadline: Biweekly (5/3)	
				Payroll Open: Stipend (5/1)	Payroll Close: Stipend (5/1)	
					1	
					Alexander American Describer	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
28	29					
		Payroll Open/Close: Weekly (5/3)				
		Payroll Open/Close: Biweekly (5/3)				
		Check Date: Monthly				
Weekly = Yellow						
Biweekly = Blue						
Teaching Fellows = Gold						
Monthly = Green						
Stipend = Lavender						
		•				

May 2024 TL/Payroll Schedule

<u>Sunday</u>	Monday	Tuesday	<u>Wednesday</u>	Thursday	<u>Friday</u>	Saturday
				1	2	3 4
			Check Date: Stipend	TL Rpt Deadline: Weekly (5/10)	Check Date: Weekly	
					Check Date: Biweekly	
					TL Appr Deadline: Weekly (5/10)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
5	6	7		8	-1	10 11
		Payroll Open/Close: Weekly (5/10)		TL Rpt Deadline: Weekly (5/17)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (5/17)	Payroll Closes: TchFell (5/15)	
				Payroll Opens: TchFell (5/15)	TL Appr Deadline: Weekly (5/17)	
				File Deadline: Stipend	TL Appr Deadline: Biweekly (5/17)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
12	13	14			-	17 18
		Payroll Open/Close: Weekly (5/17)	Check Date: Teaching Fellows	TL Rpt Deadline: Weekly (5/24)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (5/17)		Payroll Opens: Stipend (5/31)	Check Date: Biweekly	
					TL Appr Deadline: Weekly (5/24)	
					Payroll Close: Stipend (5/31)	
				Absence Accrual Cycle	Absence Approval Deadline	
19	20	21		Absence Reporting Deadline	Absence Processing	24 25
19	20	Payroll Open/Close: Weekly (5/24)	TL Rpt Deadline: Weekly (5/31)	TL Appr Deadline: Weekly (5/31)	Check Date: Weekly	24 25
		Payroll Open/Close. Weekly (5/24)	TL Rpt Deadline: Weekly (5/31)	TL Appr Deadline: Weekly (5/31)	Check Date. Weekly	
			Payroll Opens: Monthly (5/31)	Payroll Closes: Monthly (5/31)		
			Payroll Opens. Monthly (5/51)	Payroli Closes. Monthly (5/31)		
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
26	27	28			30 3	31
	Memorial Day	Payroll Open/Close: Weekly (5/31)		TL Rpt Deadline: Weekly (6/07)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (5/31)		- 1 - The Boddinion Problem (0/01)	Check Date: Biweekly	
		l dyron openioless. Emissing (6/61)			Check Date: Stipend	
					Check Date: Monthly	_
					TL Appr Deadline: Weekly (6/07)	_
					Absence Approval Deadline	_
				Absence Reporting Deadline	Absence Processing	
Weekly = Yel	low		Dates in Parentheses refer to the ass		[·	
Biweekly = B			All Dates/Deadlines subject to change			
Teaching Fel						
Monthly - Cr						

June 2024 TL/Payroll Schedule

<u>Sunday</u>	<u>Monday</u>	Tuesday	Wednesday	Thursday	<u>Friday</u>	<u>Saturday</u>
						1
2		2 4		:		7 0
_	·	Payroll Open/Close: Weekly (6/7)	9	TL Rpt Deadline: Weekly (6/14)	Check Date: Weekly	'l °l
		Payroll Open/Close. Weekly (6/7)	-	TL Rpt Deadline: Weekly (6/14)	TL Appr Deadline: Weekly (6/14)	
				TE RPI Deadille. Diweekly (6/14)	TL Appr Deadline: Weekly (6/14) TL Appr Deadline: Biweekly (6/14)	
					Payroll Opens: TchFell (6/14)	
					ayron Opens. Term en (0/14)	1
					Absence Approval Deadline	1
				Absence Reporting Deadline	Absence Processing	1
9	10	0 11	12		<u> </u>	1 15
	Payroll Closes: TchFell (6/14)	Payroll Open/Close: Weekly (6/14)]	Check Date: Weekly	1
	l ayren elecci i em em (e, i i)	Payroll Open/Close: Biweekly (6/14)	TL Rpt Deadline: Weekly (6/21)	TL Appr Deadline: Weekly (6/21)	Check Date: Biweekly	
		, , ,		7(**)	,	1 1
					Check Date: Teaching Fellows	
					, and the second	1
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
16		7 18	19			1 22
	Payroll Open/Close: Weekly (6/21)		Juneteenth	TL Rpt Deadline: Weekly (6/28)	Check Date: Weekly	
		File Deadline: Stipend		TL Rpt Deadline: Biweekly (6/28)	TL Appr Deadline: Weekly (6/28)	
					TL Appr Deadline: Biweekly (6/28)	
					Payroll Opens: Monthly (6/28)	
					Absence Approval Deadline	1
	Absence Accrual Cycle			Absence Reporting Deadline	Absence Processing	
23			1			29
	Payroll Closes: Monthly (6/28)	Payroll Open/Close: Weekly (6/28)	TL Rpt Deadline: Weekly (7/5)	TL Appr Deadline: Weekly (7/5)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (6/28)	Payroll Opens/Closed Stipend (7/1)		Check Date: Biweekly	
30					Check Date: Monthly	
			Abaaraa Barariian Baadiina	Absence Approval Deadline		
Martin - Mal			Absence Reporting Deadline	Absence Processing		
Weekly = Yell Biweekly = B			Dates in Parentheses refer to the associated Parenthese refer to the associated Parenth	CIALECT CHECK DATE		
Teaching Fel			All Dates/Deadlines subject to change			
Monthly - Gr						

July 2024 TL/Payroll Schedule

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
	1	2		3	4	5 6
	Check Date: Stipend		TL Rpt Deadline: Weekly (7/12)	July 4th	Check Date: Weekly	
	Payroll Open/Close: Weekly (7/5)		TL Rpt Deadline: Biweekly (7/12)		TL Appr Deadline: Weekly (7/12)	
					TL Appr Deadline: Biweekly (7/12)	
					Absence Approval Deadline	
			Absence Reporting Deadline		Absence Processing	
	7	9		• • [11 1	2 13
		Payroll Open/Close: Weekly (7/12)		TL Rpt Deadline: Weekly (7/19)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (7/12)			Check Date: Biweekly	
		, , ,			TL Appr Deadline: Weekly (7/19)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
1	4 15					9 20
		Payroll Open/Close: Weekly (7/19)	Payroll Open/Close TFEL 7/19	TL Rpt Deadline: Weekly (7/26)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (7/26)	Check Date: Teaching Fellows	
					TL Appr Deadline: Weekly (7/26)	
					TL Appr Deadline: Biweekly (7/26)	
					Absence Approval Deadline	
		Absence Accural Cycle		Absence Reporting Deadline	Absence Processing	
2	1 22					6 27
		Payroll Open/Close: Weekly (7/26)	File Deadline: Stipend	TL Rpt Deadline: Weekly (8/2)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (7/26)		Payroll Opens: Monthly (7/31)	Check Date: Biweekly	
					TL Appr Deadline: Weekly (8/2)	
					Payroll Closes: Monthly (7/31)	
					Payroll Opens: Stipend (8/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
2	-			31		
	Payroll Closes Stipend (8/1)	Payroll Open/Close: Weekly (8/2)	Check Date: Monthly			
			Payroll Open/Close TFEL 8/2			
A/ 11						
Neekly = Y			Dates in Parentheses refer to the ass			
Biweekly = I	Blue		All Dates/Deadlines subject to change	8		

Teaching Fellows = Gold
Monthly = Green

Stipend = Lavender

August 2024 TL/Payroll Schedule

<u>Sunday</u>	Monday	Tuesday	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>S</u> a	turday
					1	2	3
				TL Rpt Deadline: Weekly (8/9)	Check Date: Weekly		
				TL Rpt Deadline: Biweekly (8/9)	Check Date: Teaching Fellows		
				Check Date: Stipend	TL Appr Deadline: Weekly (8/9)		
					TL Appr Deadline: Biweekly (8/9)		
				Alexander Bandation Bandling	Absence Approval Deadline		
	E	6		Absence Reporting Deadline	Absence Processing	9	10
4	5	Payroll Open/Close: Weekly (8/9)		TL Rpt Deadline: Weekly (8/16)	Check Date: Weekly	9	10
		Payroll Open/Close: Biweekly (8/9)		TE RPI Deadille. Weekly (6/10)	Check Date: Weekly Check Date: Biweekly		
		Payroli Open/Close. Biweekiy (6/9)					
					TL Appr Deadline: Weekly (8/16)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
11	12	13	1			16	17
		Payroll Open/Close: Weekly (8/16)	Payroll Open/Close TFEL 8/16	TL Rpt Deadline: Weekly (8/23)	Check Date: Weekly		"
		ayren openiones. Weekly (e/10)	ayron openiolose ii EE 0/10	TL Rpt Deadline: Biweekly (8/23)	Check Date: Teaching Fellows		
1				12 Type Beddinie. Biweekiy (0/20)	TL Appr Deadline: Weekly (8/23)		
					TL Appr Deadline: Biweekly (8/23)		
					File Deadline: Stipend		
1					Absence Accrual Cycle		
					Absence Approval Deadline		
1				Absence Reporting Deadline	Absence Processing		
18	19	20	2			23	24
		Payroll Open/Close: Weekly (8/23)		TL Rpt Deadline: Weekly (8/30)	Check Date: Weekly		
		Payroll Open/Close: Biweekly (8/23)		Payroll Opens: Monthly (8/30)	Check Date: Biweekly		
1					TL Appr Deadline: Weekly (8/30)		
					Payroll Opens: Stipend (8/30)		
					Payroll Closes: Monthly (8/30)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
25						30	31
,	Payroll Closes: Stipend (8/30)	Payroll Open/Close: Weekly (8/30)	Payroll Open/Close TFEL 8/30	TL Appr Deadline: Weekly (9/6)	Check Date: Weekly		
			TL Rpt Deadline: Weekly (9/6)	TL Appr Deadline: Biweekly (9/6)	Check Date: Teaching Fellows		
,			TL Rpt Deadline: Biweekly (9/6)		Check Date: Stipend		
				Absence Approval Deadline	Check Date: Monthly		
M/ I-I N/			Absence Reporting Deadline	Absence Processing	1		
Weekly = Yel			Dates in Parentheses refer to the ass				
Biweekly = BI Teaching Fel			All Dates/Deadlines subject to change	2			
Monthly - Cr							

September 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5		7
	Labor Day	Payroll Open/Close: Weekly (9/6)		TL Rpt Deadline: Weekly (9/13)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (9/6)		, , ,	Check Date: Biweekly	
					TL Appr Deadline: Weekly (9/13)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
8	9	10				14
		Payroll Open/Close: Weekly (9/13)	Payroll Open/Close TFEL 9/13	TL Rpt Deadline: Weekly (9/20)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (9/20)	Check Date: Teaching Fellows	
					TL Appr Deadline: Weekly (9/20)	
					TL Appr Deadline: Biweekly (9/20)	
					Ab a series American I December 2	
				Alexander Benedities Benedities	Absence Approval Deadline	
45	40	47	40	Absence Reporting Deadline	Absence Processing	24
15	16	Payroll Open/Close: Weekly (9/20)	18	-	Check Date: Weekly	21
		Payroll Open/Close: Weekly (9/20) Payroll Open/Close: Biweekly (9/20)		TL Rpt Deadline: Weekly (9/27) File Deadline: Stipend	Check Date: Weekly Check Date: Biweekly	
		Payroli Open/Close. Biweekiy (9/20)		File Deadline, Superid	TL Appr Deadline: Weekly (9/27)	
					Payroll Opens: Monthly (9/30)	
					Payroll Opens. Monthly (9/30)	
					Absence Approval Deadline	
			Absence Accrual Cycle	Absence Reporting Deadline	Absence Processing	
22	23	24		26		28
	Payroll Closes: Monthly (9/30)	Payroll Open/Close: Weekly (9/27)	Payroll Open/Close TFEL 9/27	TL Rpt Deadline: Weekly (10/4)	Check Date: Weekly	
	l dyfoli olosos: Moriting (0/00)	Taylon Openiologe. Weekly (0/21)	a dyron open, olose 11 EE 0/27	TL Rpt Deadline: Biweekly (10/4)	Check Date: Teaching Fellows	
				Payroll Opens/Close: Stipend (10/1)	TL Appr Deadline: Weekly (10/4)	
				· ayren openereness superia (10/11)	TL Appr Deadline: Biweekly (10/4)	
					. — т. фр. — отникот — т.	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
29	30					
	Check Date: Monthly					
Weekly = Ye						
Biweekly = B	lue		All Dates/Deadlines subject to change			
Teaching Fe						
Monthly - Gr	aan					

October 2024 TL/Payroll Schedule

Sunday	Monday	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	Saturday
		1	2	2	3	4 5
		Payroll Open/Close: Weekly (10/4)		TL Rpt Deadline: Weekly (10/11)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (10/4)			Check Date: Biweekly	
		Check Date: Stipend			TL Appr Deadline: Weekly (10/11)	
		·			,,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
6	7	7 8	9	9	10 1	1 12
l		Payroll Open/Close: Weekly (10/11)	Payroll Open/Close TFEL 10/11	TL Appr Deadline: Weekly (10/18)	Check Date: Weekly	
		, , ,	TL Rpt Deadline: Weekly (10/18)	TL Appr Deadline: Biweekly (10/18)	Check Date: Teaching Fellows	
			TL Rpt Deadline: Biweekly (10/18)	, , , ,		
l			, , ,			
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
13	14	15		6	17 1	8 19
	Columbus Day	Payroll Open/Close: Weekly (10/18)		TL Rpt Deadline: Weekly (10/25)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (10/18)			Check Date: Biweekly	
					TL Appr Deadline: Weekly (10/25)	
					File Deadline: Stipend	
					•	
					Absence Approval Deadline	
			Absence Accrual Cycle	Absence Reporting Deadline	Absence Processing	
20	21	1 22				5 26
		Payroll Open/Close: Weekly (10/25)	Payroll Open/Close TFEL 10/25	TL Rpt Deadline: Weekly (11/1)	Check Date: Weekly	
			i i	TL Rpt Deadline: Biweekly (11/1)	Check Date: Teaching Fellows	
				Payroll Opens: Monthly (10/31)	TL Appr Deadline: Weekly (11/1)	
					TL Appr Deadline: Biweekly (11/1)	
					Payroll Closes: Monthly (10/31)	
					Payroll Opens: Stipend (11/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
27	28		30		31	
1	Payroll Closes: Stipend (11/1)	Payroll Open/Close: Weekly (11/1)		Check Date: Monthly		
		Payroll Open/Close: Biweekly (11/1)				
1						
				Absence Reporting Deadline		
Weekly = Yel			Dates in Parentheses refer to the asso	ciated Check Date		
Biweekly = B			All Dates/Deadlines subject to change			
Teaching Fel	llows = Gold					
Monthly - Gr						

November 2024 TL/Payroll Schedule

<u>Sunday</u>	<u>Monday</u>	Tuesday	Wednesday	<u>Thursday</u>	<u>Friday</u>	Saturd	<u>ay</u>
						1	2
					Check Date: Weekly		
					Check Date: Biweekly		
					Check Date: Stipend		
					TL Appr Deadline: Weekly (11/8)		
					Absence Approval Deadline		
					Absence Processing		
3	Δ	5	6	6	7	8	9
		Payroll Open/Close: Weekly (11/8)	TL Rpt Deadline: Weekly (11/15)	TL Appr Deadline: Weekly (11/15)	Check Date: Weekly		
•			TL Rpt Deadline: Biweekly (11/15)	TL Appr Deadline: Biweekly (11/15)	Check Date: Teaching Fellows		
1			Payroll Open/Close TFEL 11/8	, , ,			
•							ļ
			l	Absence Approval Deadline			
		10	Absence Reporting Deadline	Absence Processing		45	- 40
10	11 Veteran's Day	Payroll Open/Close: Weekly (11/15)	TL Rpt Deadline: Weekly (11/22)	TL Appr Deadline: Weekly (11/22)	Check Date: Weekly	15	16
	veterali's Day	Payroll Open/Close: Biweekly (11/15)	TE RPI Deadille. Weekly (11/22)	File Deadline: Stipend	Check Date: Biweekly		
		Payroll Open/Close. Biweekly (11/15)		rile Deadiirie. Stiperid	Check Date. Biweekly		
				Absence Accrual Cycle			
				Absence Approval Deadline			
			Absence Reporting Deadline	Absence Processing			
17	18		<u> </u>			22	23
	Payroll Open/Close: Weekly (11/22)	Payroll Open/Close TFEL 11/22	Payroll Opens: Monthly (11/29)	TL Rpt Deadline: Weekly (11/29)	Check Date: Weekly		
			TL Rpt Deadline: Weekly (11/29)	TL Rpt Deadline: Biweekly (11/29)	Check Date: Teaching Fellows		
			TL Rpt Deadline: Biweekly (11/29)	Payroll Opens: Stipend (11/29)	Payroll Closes: Stipend (11/29)		
				Payroll Closes: Monthly (11/29)			
				Absence Approval Deadline			
			Absence Reporting Deadline	Absence Processing			
24	25	26			8	29	30
	Payroll Open/Close: Weekly (11/29)	TL Rpt Deadline: Weekly (12/6)	TL Appr Deadline: Weekly (12/6)	Thanksgiving	Day After Thanksgiving		
	Payroll Open/Close: Biweekly (11/29)				Check Date: Weekly		
					Check Date: Biweekly		
					Check Date: Monthly		
					Check Date: Stipend		
			Absence Approval Deadline				
\\\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \		Absence Reporting Deadline	Absence Processing	inter to the Destriction			
Weekly = Yel Biweekly = Bl			Dates in Parentheses refer to the associated Parenthese refer to the associated Parenth	ciated Check Date			
Teaching Fel	ows = Gold		All Dates/Deadlines subject to change				
Mandali = On							

December 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	<u>Wednesday</u>	Thursday	<u>Friday</u>	Saturday
1	2	3	4	`	5 6	6 7
		Payroll Open/Close: Weekly (12/6)	Payroll Opens: TchFell (12/6)	TL Rpt Deadline: Weekly (12/13)	Check Date: Weekly	
				TL Rpt Deadline: Biweekly (12/13)	Check Date: Teaching Fellows	
				File Deadline: Stipend	TL Appr Deadline: Weekly (12/13)	
					TL Appr Deadline: Biweekly (12/13)	
<i>i</i>						
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
8	9	10		<u> </u>	I	14
		Payroll Open/Close: Weekly (12/13)	Payroll open: Monthly (12/23)	TL Rpt Deadline: Weekly (12/20)	Check Date: Weekly	
		Payroll Open/Close:Biweekly (12/13)		Payroll close: Monthly (12/23)	Check Date: BiWeekly	
				Payroll Opens: Stipend (12/23)	TL Appr Deadline: Weekly (12/22)	
					Payroll Closes: Stipend (12/23)	
					Absorbes Approved Deadline	
				Absence Reporting Deadline	Absence Approval Deadline Absence Processing	
15	16	17	18			21
1	10	Payroll Open/Close: Weekly (12/20)	TL Rpt Deadline: Weekly (12/27)	TL Appr Deadline: Biweekly (12/27)	Check Date: Weekly	<u>'</u>
<i>i</i>		Fayroli Open/Close. Weekly (12/20)		TL Appr Deadline: Weekly (12/27)	Check Date: Weekly Check Date: Teaching Fellows	
<i>i</i>			Payroll Opens: TchFell (12/20)	TL Appl Deadille. Weekly (12/21)	Check Date. Teaching Fellows	
1			Payroll Opens. Tchrell (12/20)			
1						
i						
i						
<i>i</i>				Absence Approval Deadline		
i	Absence Accrual Cycle		Absence Reporting Deadline	Absence Processing		
22		24			6 27	7 28
22	Payroll Open/Close: Weekly (12/27)	27	Christmas Day	Winter Recess	Winter Recess	20
i	Payroll Open/Close:Biweekly (12/27)		TL Rpt Deadline: Weekly (1/3)	TL Appr Deadline: Weekly (1/3)	Check Date: Weekly	
	Check Date: Monthly	Christmas Eve Half Day	TE RPI Deadilile. Weekly (1/3)	TL Appl Deadille. Weekly (1/3)	Check Date: Weekly Check Date: BiWeekly	
	Check Date: Monthly Check Date: Stipend	Christinas Eve Haii Day			Check Date. Divveekly	
1	Check Date. Superio			Absence Approval Deadline		
1			Absence Reporting Deadline	Absence Processing		
29	30	31	Absence Reporting Deadline		2 3	3 1
29	Winter Recess	Winter Recess	New Year's Day		Check Date: Weekly	4
1	Payroll Open/Close: Weekly (1/3)	Payroll Opens: TchFell (1/3)	New Teal S Day		Check Date: Teaching Fellows	
i '	Payroll Open/Close. Weekly (1/3)	Fayron Opens. Ton en (1/3)			Check Date. Teaching Fellows	
1						
1						
1						
Weekly = Yel	low		Dates in Parentheses refer to the associ	isted Check Date		
Biweekly = Bl			All Dates/Deadlines subject to change	HAICH OHECK DAIC		
Teaching Fell			7.11 Dates/Deadinies subject to challye			
Mandalus - Cas						