March 2024 TL/Payroll Schedule

Sunday	<u>Monday</u>	Tuesday	Wednesday	<u>Thursday</u>	<u>Friday</u>	Saturda
						1
					Check Date: Weekly	
					TL Appr Deadline: Weekly (3/8)	
					TL Appr Deadline: Biweekly (3/8)	
					Check Date: Stipend	
					Absence Approval Deadline	
					Absence Processing	
3	4	5	6	TI D (D)	7	8
		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)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
10	11	12	13			15 1
10	Payroll Closes: TchFell (3/15)	Payroll Open/Close: Weekly (3/15)	13	TL Rpt Deadline: Weekly (3/22)	Check Date: Weekly	15
	r ayron oloses. Tern en (5/15)	ayron open/olose: weekly (5/15)		TL Rpt Deadline: Biweekly (3/22)	Check Date: Teaching Fellows	
				TE TUPE Deading. DIWEERIN (3/22)	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	19	20			22 2
		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	26	27		28	29 3
		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)	
					, ,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
Weekly = Yell	low		Dates in Parentheses refer to the assoc		<u> </u>	ı
Biweekly = Bli			All Dates/Deadlines subject to change			
Teaching Fell			, ,			
Monthly = Gre	een					
Stinond = Lov						

Stipend = Lavender

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: Biweekly (4/5)			Check Date: Biweekly	
		, , ,			TL Appr Deadline: Weekly (4/12)	
					Payroll Opens: TchFell (4/15)	
					, , ,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
7	8	9	10		Absence i rocessing	13
1	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)	
					, (,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
14	15	16	17	18	19	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	
					AL	
			Absence Accrual Cycle	Absence Reporting Deadline	Absence Approval Deadline Absence Processing	
21	22	23	Absence Accidal Cycle 24		Absence Processing 26	27
21	22	Payroll Open/Close: Weekly (4/26)		TL Rpt Deadline: Weekly (5/3)	Check Date: Weekly	21
		Payroll Open/Close: Weekly (4/26)	Payroll Opens: Monthly (4/30)	TL Rpt Deadline: Weekly (5/3) TL Rpt Deadline: Biweekly (5/3)	TL Appr Deadline: Weekly (5/3)	
				Payroll Closes: Monthly (4/30)	TL Appr Deadline: Weekly (5/3)	
				Payroll Open: Stipend (5/1)	Payroll Close: Stipend (5/1)	
				aylon Open. Oupena (5/1)	ayron close. Cuperia (5/1)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
28	29	30		Absence Reporting Beautific	Abacine i rocessing	
		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						
Latonido						

May 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Gunday	Moriday	ruesuay	Vednesday	1	2	3 4
			Check Date: Stipend	TL Rpt Deadline: Weekly (5/10)	Check Date: Weekly	
			Chock Bate. Superia	TE TOPE Beddinie: Weekly (6/10)	Check Date: Biweekly	
					TL Appr Deadline: Weekly (5/10)	
					(c. 10)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
5	6	7	8	8	9 1	0 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				7 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	
L				Absence Reporting Deadline	Absence Processing	
19	20					4 25
		Payroll Open/Close: Weekly (5/24)	TL Rpt Deadline: Weekly (5/31)	TL Appr Deadline: Weekly (5/31)	Check Date: Weekly	
			TL Rpt Deadline: Biweekly (5/31) Payroll Opens: Monthly (5/31)	TL Appr Deadline: Biweekly (5/31) Payroll Closes: Monthly (5/31)		
			Payroli Opens: Monthly (5/31)	Payroli Closes: Monthly (5/31)		
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
26	27	28			0 3	1
	Memorial Day	Payroll Open/Close: Weekly (5/31)		TL Rpt Deadline: Weekly (6/07)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (5/31)		, (,	Check Date: Biweekly	
		e ayran opan oracar amaziny (ero ry			Check Date: Stipend	
					Check Date: Monthly	
					TL Appr Deadline: Weekly (6/07)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
Weekly = Ye	llow		Dates in Parentheses refer to the asso			
Biweekly = B	lue		All Dates/Deadlines subject to change			
Teaching Fe	llows = Gold					
Monthly = Gr	een					
Stipend = La	vender					
		-				

June 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2		3 4		5	6	7 8
		Payroll Open/Close: Weekly (6/7)		TL Rpt Deadline: Weekly (6/14)	Check Date: Weekly	
		, , ,		TL Rpt Deadline: Biweekly (6/14)	TL Appr Deadline: Weekly (6/14)	
				, , ,	TL Appr Deadline: Biweekly (6/14)	
					Payroll Opens: TchFell (6/14)	
					, , ,	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
9		10 11	12	2	13 1	14 15
	Payroll Closes: TchFell (6/14)	Payroll Open/Close: Weekly (6/14)			Check Date: Weekly	
		Payroll Open/Close: Biweekly (6/14)	TL Rpt Deadline: Weekly (6/21)	TL Appr Deadline: Weekly (6/21)	Check Date: Biweekly	
					Check Date: Teaching Fellows	
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
16		17 18	19			21 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	
	Absence Accrual Cycle			Absence Reporting Deadline	Absence Processing	
23		24 25				28 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	
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
Weekly = Ye			Dates in Parentheses refer to the asso			
Biweekly = E			All Dates/Deadlines subject to change			
	ellows = Gold					
Monthly = G						
Stipend = La	avender					

July 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	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)	
	1 ' '				TL Appr Deadline: Biweekly (7/12)	
					7(- 7	
					Absence Approval Deadline	
			Absence Reporting Deadline		Absence Processing	
7	8	9	10	11		13
1	_	Payroll Open/Close: Weekly (7/12)		TL Rpt Deadline: Weekly (7/19)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (7/12)		12 representation research (1715)	Check Date: Biweekly	
		ayron oponyoloso. Birrodity (1/12)			TL Appr Deadline: Weekly (7/19)	
I					12 Appl Bodding: Wookly (1710)	
					Absence Approval Deadline	
				Absence Reporting Deadline	Absence Processing	
14	15	16				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)	
					File Deadline: Stipend	
					Absence Approval Deadline	
		Absence Accural Cycle		Absence Reporting Deadline	Absence Processing	
21	22	23	24	25	26	27
		Payroll Open/Close: Weekly (7/26)		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	
28						
	Payroll Closes Stipend (8/1)	Payroll Open/Close: Weekly (8/2)	Check Date: Monthly			
			Payroll Open/Close TFEL 8/2			
Weekly = Ye			Dates in Parentheses refer to the associ			
Diwookly - D	lue.		All Dates/Deadlines subject to change			

Biweekly = Blue Teaching Fellows = Gold Monthly = Green
Stipend = Lavender

All Dates/Deadlines subject to change

August 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	<u>Wednesday</u>	Thursday	<u>Friday</u>	5	Saturday
					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)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
4		5	6	7	8	9	10
		Payroll Open/Close: Weekly (8/9)		TL Rpt Deadline: Weekly (8/16)	Check Date: Weekly		
		Payroll Open/Close: Biweekly (8/9)			Check Date: Biweekly		
					TL Appr Deadline: Weekly (8/16)		
					Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
11	1	2 13		14	15	16	17
		Payroll Open/Close: Weekly (8/16)	Payroll Open/Close TFEL 8/16	TL Rpt Deadline: Weekly (8/23)	Check Date: Weekly		
				TL Rpt Deadline: Biweekly (8/23)	Check Date: Teaching Fellows		
					TL Appr Deadline: Weekly (8/23)		
					TL Appr Deadline: Biweekly (8/23)		
					File Deadline: Stipend		
					Absence Accrual Cycle Absence Approval Deadline		
				Absence Reporting Deadline	Absence Processing		
18	1	9 20	,	21	22	23	24
10	'	Payroll Open/Close: Weekly (8/23)	4	TL Rpt Deadline: Weekly (8/30)	Check Date: Weekly	23	24
		Payroll Open/Close: Biweekly (8/23)		Payroll Opens: Monthly (8/30)	Check Date: Weekly Check Date: Biweekly		
		Payroli Operi/Close. Diweekly (6/23)		rayion Opens. Monthly (6/30)	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	2	6 27	7	28	29	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		
	()) (a.c.)	TL Rpt Deadline: Weekly (9/6)	TL Appr Deadline: Biweekly (9/6)	Check Date: Teaching Fellows		
			TL Rpt Deadline: Biweekly (9/6)	11 121 2111 2111 (0.10)	Check Date: Stipend		
				Absence Approval Deadline	Check Date: Monthly		
			Absence Reporting Deadline	Absence Processing			
Weekly = Ye	llow		Dates in Parentheses refer to the as:		1		
Disconsistent D			All Detec/Decellines explicate above				

All Dates/Deadlines subject to change

Monthly = Green
Stipend = Lavender

September 2024 TL/Payroll Schedule

Payroll Closes: Monthly (9/30) Payroll Open/Close: Weekly (9/27) Payroll Open/Close TFEL 9/27 TL Rpt Deadline: Weekly (10/4) TL Rpt Deadline: Biweekly (10/4) Payroll Opens/Close: Stipend (10/1) TL Appr Deadline: Biweekly (10/4) TL Appr Deadline: Biweekly (10/4) TL Appr Deadline: Biweekly (10/4) Absence Approval Deadline Absence Processing Pekkly = Yellow inveekly = Blue eaching Fellows = Gold All Dates/Deadlines subject to change	Sunday	Monday	Tuesday	<u>Wednesday</u>	Thursday	Friday	Saturday
Payroll Open/Close: Biweekly (9/6) Absence Reporting Deadline Absence Approval De	1	2	2 3	4	1	'I	7
Absence Reporting Deadline Absence Aproval Deadline Biweekly (9/20) 11. Rpt Deadline. Weekly (9/20) 12. Rpt Deadline. Biweekly (9/20) 13. TL. Rpt Deadline. Biweekly (9/20) 14. Absence Reporting Deadline Absence Aproval Deadline Absence Aproval Deadline Absence Aproval Deadline Absence Reporting Deadline Absence Aproval Deadline Absence Reporting Deadline Absence Aproval Deadline Absence Ap		Labor Day			TL Rpt Deadline: Weekly (9/13)		
Absence Reporting Deadline Absence Reporting Deadline Absence Reporting Deadline Absence Approval Deadline Absence Approva			Payroll Open/Close: Biweekly (9/6)				
Absence Reporting Deadline Absence Processing Payroll Open/Close: Weekly (9/13) Payroll Open/Close TFEL 9/13 IL Rpt Deadline: Weekly (9/20) IL Rpt Deadline: Biweekly (9/20) IL Rpt Deadline: Weekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Absence Reporting Deadline Absence Processing 22 Payroll Closes: Monthly (9/30) Payroll Open/Close: Weekly (9/27) Payroll Open/Close: Signed (10/1) IL Rpt Deadline: Weekly (10/4) IL Rpt Deadline: Weekly (10/4) Absence Approval Deadline Absence Processing 26 Check Date: Monthly Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Processing Absence Approval Deadline Absence Processing Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Proc						TL Appr Deadline: Weekly (9/13)	
Absence Reporting Deadline Absence Processing Payroll Open/Close: Weekly (9/13) Payroll Open/Close TFEL 9/13 IL Rpt Deadline: Weekly (9/20) IL Rpt Deadline: Biweekly (9/20) IL Rpt Deadline: Weekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Absence Reporting Deadline Absence Processing 22 Payroll Closes: Monthly (9/30) Payroll Open/Close: Weekly (9/27) Payroll Open/Close: Signed (10/1) IL Rpt Deadline: Weekly (10/4) IL Rpt Deadline: Weekly (10/4) Absence Approval Deadline Absence Processing 26 Check Date: Monthly Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Processing Absence Approval Deadline Absence Processing Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Proc							
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TL Rpt Deadline: Biweekly (9/20) Check Date: Teaching Februss TL Appr Deadline: Weekly (9/20) Absence Approval Deadline Check Date: Weekly (9/20) Absence Accrual Cycle Absence Reporting Deadline Absence Approval Deadline Weekly (9/27) File Deadline: Stipend TL Rpt Deadline: Weekly (9/27) File Deadline: Stipend TL Rpt Deadline: Weekly (9/27) Payroll Opens: Monthly (9/30) Absence Approval Deadline Absence Approval Deadline Absence Approval Deadline Absence Processing TL Rpt Deadline: Weekly (10/4) Payroll Opens: Monthly (9/30) TL Rpt Deadline: Weekly (10/4) Payroll Opens: Monthly (9/30) TL Rpt Deadline: Weekly (10/4) Payroll Opens: Monthly (9/30) TL Rpt Deadline: Weekly (10/4) Payroll Opens: Monthly (9/30) Absence Approval Deadline Absence Processing Absence Approval Deadline	8	9					14
T. Appr Deadline: Weekly (9/20) Absence Reporting Deadline Absence Approval Deadline Absence Processing Absence Processing Absence Processing Absence Approval Deadline Absence Approval Deadline Absence Approval Deadline Absence Approval Deadline T. Rpt Deadline: Weekly (9/27) Payroll Open/Close: Biweekly (9/20) Rayroll Open/Close: Biweekly (9/20) Absence Approval Deadline T. Rpt Deadline: Biweekly (10/4) Payroll Opens/Close: Signend (10/1) T. Appr Deadline: Biweekly (10/4) T. Appr Deadline: Biweekl			Payroll Open/Close: Weekly (9/13)	Payroll Open/Close TFEL 9/13			
TI. Appr Deadline: Biweekly (9/20) Absence Reporting Deadline Absence Processing Absence Reporting Deadline Absence Processing Absence Reporting Deadline Absence Processing TI. Rpt Deadline: Weekly (9/27) Payroll Open/Close: Weekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Absence Accrual Cycle Absence Reporting Deadline Absence Reporting Deadline Absence Accrual Cycle Absence Reporting Deadline Absence Processing Absence Accrual Cycle Absence Reporting Deadline Absence Accrual Cycle Absence Accrual Cycle Absence Reporting Deadline Absence Processing Check Date: Weekly (10/4) TI. Rpt Deadline: Weekly (10/4) TI. Appr Deadline: Weekly (10/4) TI. Appr Deadline: Weekly (10/4) TI. Appr Deadline: Biweekly (10/4) TI. Appr Deadline Absence Processing Absence Reporting Deadline Absence Processing Absence Reporting Deadline Absence Processing					TL Rpt Deadline: Biweekly (9/20)		
Absence Reporting Deadline Absence Approval Deadline Absence Approval Deadline Absence Processing 15 16 Payroll Open/Close: Weekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Absence Accrual Cycle Absence Reporting Deadline Absence Reporting Deadline Absence Approval Deadline Absence Approval Deadline Absence Processing Absence Approval Deadline Absence Processing Absence Processing Absence Approval Deadline Absence Processing Absence Reporting Deadline Absence Processing Absence Approval Deadline Absence Processing							
Absence Reporting Deadline Absence Processing 15						TL Appr Deadline: Biweekly (9/20)	
Absence Reporting Deadline Absence Processing 15							
Absence Reporting Deadline Absence Processing 15						Absonce Approval Deadline	
15 16 Payroll Open/Close: Weekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Absence Accrual Cycle Absence Reporting Deadline Absence Reporting Deadline Absence Processing 22 Payroll Closes: Monthly (9/30) Payroll Open/Close: Weekly (9/27) Payroll Open/Close: Weekly (10/4) TL Rpt Deadline: Biweekly (10/4) Payroll Opens/Close: Stipend (10/1) TL Appr Deadline Absence Approval Deadline Absence Approval Deadline Absence Processing Absence Approval Deadline Absence Processing All Dates/Deadlines subject to change acching Fellows = Gold					Absonce Deposition Deadline		
Payroll Open/Close: Weekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Payroll Open/Close: Biweekly (9/20) Absence Accrual Cycle Absence Reporting Deadline Absence Reporting Deadline Absence Processing Absence Processing Absence Reporting Deadline Absence Processing TL Rpt Deadline: Weekly (9/27) Payroll Opens: Monthly (9/30) Absence Reporting Deadline TL Rpt Deadline: Weekly (10/4) TL Rpt Deadline: Weekly (10/4) TL Rpt Deadline: Weekly (10/4) TL Appr Deadline Processing Absence Reporting Deadline Absence Reporting Deadline Absence Processing Alsence Approval Deadline Absence Processing Alsence Approval Deadline Absence Processing Alsence Approval Deadline Absence Processing All Dates/Deadlines subject to change	15	46	47	40			24
Payroll Open/Close: Biweekly (9/20) Absence Accrual Cycle Absence Reporting Deadline Absence Approval Deadline Absence Processing Payroll Closes: Monthly (9/30) Payroll Open/Close: Weekly (9/27) TL Rpt Deadline: Weekly (10/4) TL Rpt Deadline: Biweekly (10/4) Payroll Opens/Close: Stipend (10/1) Absence Reporting Deadline Check Date: Weekly Check Date: Weekly TL Appr Deadline: Biweekly (10/4) Absence Approval Deadline Absence Processing	15			10	•		21
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TL Rpt Deadline: Biweekly (10/4) Payroll Opens/Close: Stipend (10/1) TL Appr Deadline: Weekly (10/4) TL Appr Deadline: Biweekly (10/4) Absence Approval Deadline Absence Processing Check Date: Monthly Absence Approval Deadline Absence Processing All Dates/Deadlines subject to change eaching Fellows = Gold							
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Absence Reporting Deadline Absence Reporting Deadline Absence Processing Check Date: Monthly All Dates/Deadlines subject to change eaching Fellows = Gold					Payroll Opens/Close: Stipend (10/1)	TL Appr Deadline: Weekly (10/4)	
Absence Reporting Deadline Absence Processing Check Date: Monthly Absence Processing Absence Processing Absence Processing Absence Processing All Dates/Deadlines subject to change All Dates/Deadlines subject to change						TL Appr Deadline: Biweekly (10/4)	
Absence Reporting Deadline Absence Processing Check Date: Monthly Absence Processing Absence Processing Absence Processing Absence Processing All Dates/Deadlines subject to change All Dates/Deadlines subject to change							
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Check Date: Monthly /eekly = Yellow iweekly = Blue eaching Fellows = Gold All Dates/Deadlines subject to change					Absence Reporting Deadline	Absence Processing	
/eekly = Yellow iweekly = Blue eaching Fellows = Gold All Dates/Deadlines subject to change							
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iweekly = Blue eaching Fellows = Gold All Dates/Deadlines subject to change							
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eaching Fellows = Gold				All Datas (Danielling and subject to			
				All Dates/Deadlines subject to change			
	Monthly = Gr						

Monthly = Green Stipend = Lavender

October 2024 TL/Payroll Schedule

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	Friday	<u>Saturday</u>
		1	2	·	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	9	10		12
		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)			
				Absence Approval Deadline		
40			Absence Reporting Deadline	Absence Processing	10	40
13		15	16			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	
			l., , , , , , ,		Absence Approval Deadline	
20		4	Absence Accrual Cycle	Absence Reporting Deadline	Absence Processing	
20	·	22				26
		Payroll Open/Close: Weekly (10/25)	Payroll Open/Close TFEL 10/25	TL Rpt Deadline: Weekly (11/1) TL Rpt Deadline: Biweekly (11/1)	Check Date: Weekly Check Date: Teaching Fellows	
				Payroll Opens: Monthly (10/31)	TL Appr Deadline: Weekly (11/1)	<u>.</u>
				Payroli 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	-	8 29	30			
	Payroll Closes: Stipend (11/1)	Payroll Open/Close: Weekly (11/1)	•	Check Date: Monthly		
	i ayren eneder enpena (+ 17 1)	Payroll Open/Close: Biweekly (11/1)		Check Bate. Mentany		
		. ay.o open. cleec. Emberny (1.171)				
				Absence Reporting Deadline		
Weekly = Yel	low		Dates in Parentheses refer to the associated			
Biweekly = BI	lue		All Dates/Deadlines subject to change			
Teaching Fell	lows = Gold		, 3			
Monthly = Gre						
Stipond - Lav						

Stipend = Lavender

November 2024 TL/Payroll Schedule

<u>Sunday</u>	Monday	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	Saturday
						1 2
					Check Date: Weekly	
					Check Date: Biweekly	
					Check Date: Stipend	
					TL Appr Deadline: Weekly (11/8)	
					Alexandra America I December	
					Absence Approval Deadline Absence Processing	
3	Α.	5	6		7	8 9
•	1	Payroll Open/Close: Weekly (11/8)	TL Rpt Deadline: Weekly (11/15)	TL Appr Deadline: Weekly (11/15)	Check Date: Weekly	
		ayron open close. Weekly (1170)	TL Rpt Deadline: Biweekly (11/15)	TL Appr Deadline: Biweekly (11/15)	Check Date: Teaching Fellows	
I			Payroll Open/Close TFEL 11/8			
			, , , , , , , , , , , , , , , , , , , ,			
				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
10		12	-			15 16
	Veteran's Day	Payroll Open/Close: Weekly (11/15)	TL Rpt Deadline: Weekly (11/22)	TL Appr Deadline: Weekly (11/22)	Check Date: Weekly	
		Payroll Open/Close: Biweekly (11/15)		File Deadline: Stipend	Check Date: Biweekly	
				Abarras Aramad Cuala		
				Absence Accrual Cycle Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
17	18	19			1	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	
	ayron openiologe. Weekly (17722)	ayron open olege 11 EE 1 1/22	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		-				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: Biweekly Check Date: Monthly	
					Check Date: Monthly Check Date: Stipend	
			Absence Approval Deadline		Check Date. Stiperiu	
		Absence Reporting Deadline	Absence Processing			
Weekly = Ye	llow	About toporting boadine	Dates in Parentheses refer to the associated	ciated Check Date		
Biweekly = E			All Dates/Deadlines subject to change			
	llows = Gold		,			
Manadali — Ci						

Monthly = Green Stipend = Lavender

December 2024 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	4	5	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)	
				Absence Reporting Deadline	Absence Approval Deadline Absence Processing	
8	9			=		13 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)	
				Absence Reporting Deadline	Absence Approval Deadline Absence Processing	
15	16	17	18			20 21
		Payroll Open/Close: Weekly (12/20)	TL Rpt Deadline: Weekly (12/27)	TL Appr Deadline: Biweekly (12/27)	Check Date: Weekly	
			TL Rpt Deadline: Biweekly (12/27)	TL Appr Deadline: Weekly (12/27)	Check Date: Teaching Fellows	
ł			Payroll Opens: TchFell (12/20)	TE Appl Beaulifie. Weekly (12/21)	Check Bate. Teaching Fellows	
	Absence Accrual Cycle		Absence Reporting Deadline	Absence Approval Deadline Absence Processing		
22						27 28
	Payroll Open/Close: Weekly (12/27)		Christmas Day	Winter Recess	Winter Recess	
	Payroll Open/Close:Biweekly (12/27)		TL Rpt Deadline: Weekly (1/3)	TL Appr Deadline: Weekly (1/3)	Check Date: Weekly	
	Check Date: Monthly Check Date: Stipend	Christmas Eve Half Day			Check Date: BiWeekly	
ł				Absence Approval Deadline		
			Absence Reporting Deadline	Absence Processing		
29	30	31	1	1	2	3 4
l	Winter Recess	Winter Recess	New Year's Day		Check Date: Weekly	
•	Payroll Open/Close: Weekly (1/3)	Payroll Opens: TchFell (1/3)			Check Date: Teaching Fellows	
Weekly = Yel			Dates in Parentheses refer to the asso	ciated Check Date		
Biweekly = B			All Dates/Deadlines subject to change			
Teaching Fel			, ,			
Monthly = Gr						

Stipend = Lavender