

**2011-2012 PAYROLL CALENDAR
PART-TIME HOURLY AND OTHER PERSONNEL (INCLUDING CWSP)**

FROM	TO	PAYDATE
06-16-11	07-15-11	07-29-11
07-16-11	08-15-11	08-31-11
08-16-11	09-15-11	09-30-11
09-16-11	10-14-11	10-31-11
10-15-11	11-15-11	11-30-11
11-16-11	12-09-11	12-16-11
12-10-11	01-13-12	01-31-12
01-14-12	02-15-12	02-29-12
02-16-12	03-15-12	03-30-12
03-16-12	04-13-12	04-30-12
04-14-12	05-15-12	05-31-12
05-16-12	06-15-12	06-29-12
06-16-12	07-13-12	07-31-12

Part-time Hourly Pay Period: Generally runs from the 16th of the month through the 15th of the following month depending on where the weekend falls.

Gross Pay Computation: Hours worked X hourly rate (per employment letter).

COLLEGE CLOSED:

July 4, 2011
September 5, 2011
November 11, 2011

November 23-26, 2011
December 19-31, 2011
January 2, 2012

January 16, 2012
March 19-25, 2012
May 28, 2012

July 4, 2012

Timesheets are due in the Payroll Office by the date indicated in the “TO” column above. Time sheets received after that date will be paid in the next month’s payroll.