

**2015-2016 PAYROLL CALENDAR
PART-TIME HOURLY AND OTHER PERSONNEL (INCLUDING CWSP)**

FROM	TO	PAYDATE
06-16-15	07-15-15	07-31-15
07-16-15	08-14-15	08-31-15
08-15-15	09-15-15	09-30-15
09-16-15	10-15-15	10-30-15
10-16-15	11-13-15	11-30-15
11-14-15	12-09-15	12-17-15
12-10-15	01-15-16	01-29-16
01-16-16	02-15-16	02-29-16
02-16-16	03-15-16	03-31-16
03-16-16	04-15-16	04-29-16
04-16-16	05-13-16	05-31-16
05-14-16	06-15-16	06-30-16
06-16-16	07-15-16	07-29-16

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 3, 2015
September 7, 2015
November 11, 2015

November 25-29, 2015
December 18-31, 2015
January 1-4, 2016

January 18, 2016
March 21-27, 2016
May 30, 2016

July 4, 2016

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.