

**2016-2017 PAYROLL CALENDAR
PART-TIME HOURLY AND OTHER PERSONNEL (INCLUDING CWSP)**

FROM	TO	PAYDATE
06-16-16	07-15-16	07-29-16
07-16-16	08-15-16	08-31-16
08-16-16	09-15-16	09-30-16
09-16-16	10-14-16	10-31-16
10-15-16	11-15-16	11-30-16
11-16-16	12-07-16	12-16-16
12-08-16	01-13-17	01-31-17
01-14-17	02-15-17	02-28-17
02-16-17	03-10-17	03-31-17
03-11-17	04-14-17	04-28-17
04-15-17	05-15-17	05-31-17
05-16-17	06-15-17	06-30-17
06-16-17	07-14-17	07-31-17

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, 2016
September 5, 2016
November 11, 2016

November 23-27, 2016
December 19-31, 2016
January 1-2, 2017

January 16, 2017
March 13-19, 2017
May 29, 2017

July 4, 2017

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.