

2016

Classified Pay Period Schedules and Deadlines

Full Time Employees

Month	Pay Period Start	Pay Period End	Manager Timecard Approval is due by 5pm
January	12/25/15	01/09/16	01/11/16
	01/10/16	01/24/16	01/26/16
February	01/25/16	02/09/16	02/11/16
	02/10/16	02/24/16	02/26/16
March	02/25/16	03/09/16	03/11/16
	03/10/16	03/24/16	03/26/16
April	03/25/16	04/09/16	04/11/16
	04/10/16	04/24/16	04/26/16
May	04/25/16	05/09/16	05/11/16
	05/10/16	05/24/16	05/26/16
June	05/25/16	06/09/16	06/10/16
	06/10/16	06/24/16	06/27/16
July	06/25/16	07/09/16	07/11/16
	07/10/16	07/24/16	07/26/16
August	07/25/16	08/09/16	08/11/16
	08/10/16	08/24/16	08/26/16
September	08/25/16	09/09/16	09/12/16
	09/10/16	09/24/16	09/26/16
October	09/25/16	10/09/16	10/11/16
	10/10/16	10/24/16	10/26/16
November	10/25/16	11/09/16	11/11/16
	11/10/16	11/24/16	11/28/16
December	11/25/16	12/09/16	12/12/16
	12/10/16	12/24/16	01/03/17