

2020 Full-time Pay Periods and Approval Deadlines		
Pay Period Start	Pay Period End	*Beginning 8/10/20 Timecard Approval Due by 12pm for Employees and 5pm for Supervisors
12/25/19	01/09/20	01/13/20
01/10/20	01/24/20	01/27/20
01/25/20	02/09/20	02/11/20
02/10/20	02/24/20	02/26/20
02/25/20	03/09/20	03/11/20
03/10/20	03/24/20	03/26/20
03/25/20	04/09/20	04/13/20
04/10/20	04/24/20	04/27/20
04/25/20	05/09/20	05/12/20
05/10/20	05/24/20	05/26/20
05/25/20	06/09/20	06/11/20
06/10/20	06/24/20	06/26/20
06/25/20	07/09/20	07/13/20
07/10/20	07/24/20	07/27/20
07/25/20	08/09/20	08/11/20
*08/10/20	08/24/20	08/25/20
08/25/20	09/09/20	09/10/20
09/10/20	09/24/20	09/25/20
09/25/20	10/09/20	10/12/20
10/10/20	10/24/20	10/26/20
10/25/20	11/09/20	11/10/20
11/10/20	11/24/20	11/30/20
11/25/20	12/09/20	12/10/20
12/10/20	12/24/20	01/04/21

80 Hour Schedule Period for Exempt Employees (2 Week Work Period, Monday-Sunday)	
1/6/20 - 1/19/20	7/20/20 - 8/2/20
1/20/20 - 2/2/20	8/3/20 - 8/16/20
2/3/20 - 2/16/20	8/17/20 - 8/30/20
2/17/20 - 3/1/20	8/31/20 - 9/13/20
3/2/20 - 3/15/20	9/14/20 - 9/27/20
3/16/20 - 3/29/20	9/28/20 - 10/11/20
3/30/20 - 4/12/20	10/12/20 - 10/25/20
4/13/20 - 4/26/20	10/26/20 - 11/8/20
4/27/20 - 5/10/20	11/9/20 - 11/22/20
5/11/20 - 5/24/20	11/23/20 - 12/6/20
5/25/20 - 6/7/20	12/7/20 - 12/20/20
6/8/20 - 6/21/20	12/21/20 - 1/3/21
6/22/20 - 07/5/20	
7/6/20 - 7/19/20	

Semi-monthly pay periods end the 9th and 24th of each month.

MyTime timecards for semi-monthly employees (non-wage and non-student) must be completed and fully approved by no later than 5pm the day after the pay period's close. If the approval deadline falls on a weekend/holiday, approval is due next business day.