### December 2008

<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td></td>
<td></td>
<td>1 Run C off-cycle * for 11/15/08 PPED – CID 12/04/08</td>
<td>3 2nd Pre-Calc for 11/29/08 PPED</td>
<td>4 3rd Pre-Calc for 11/29/08 PPED</td>
<td>5 Regent on-cycle files for 11/29/08 PPED due by 6:00 a.m.</td>
</tr>
<tr>
<td>7</td>
<td>8</td>
<td>9</td>
<td>2 Paysheets Created 1st Pre-Calc for 11/29/08 PPED</td>
<td>10 Run B off-cycle * for 11/29/08 PPED – CID 12/15/08</td>
<td>11 Regent on-cycle files for 12/13/08 PPED due by 6:00 a.m.</td>
<td>12 PAYDAY</td>
</tr>
<tr>
<td>21</td>
<td>22</td>
<td>23</td>
<td>4 2nd Pre-Calc for 12/13/08 PPED</td>
<td>24 Regent on-cycle files due by 5:00 p.m.</td>
<td>25 CHRISTMAS HOLIDAY</td>
<td>26 CHRISTMAS HOLIDAY</td>
</tr>
<tr>
<td>28</td>
<td>29</td>
<td>30</td>
<td>5 Run B off-cycle * for 12/13/08 PPED – CID 01/02/09</td>
<td>24 PAYDAY</td>
<td>31 Regent on-cycle files due by 5:00 p.m.</td>
<td>32 Run B off-cycle * for 12/27/08 PPED – CID 01/02/09</td>
</tr>
<tr>
<td>29</td>
<td>30</td>
<td>31</td>
<td>6 Paysheets created 1st Pre-Calc for 12/27/08 PPED</td>
<td>25 Final Pay Calc and Pay Confirm for 12/13/08 PPED due by 5:00 p.m.</td>
<td>34 Final Pay Calc and Pay Confirm for 12/27/08 PPED due by 5:00 p.m.</td>
<td>35 Run A off-cycle * for 12/27/08 PPED</td>
</tr>
</tbody>
</table>

*The deadline for submitting off-cycle files for Regents Institutions is 5:00 p.m. on the preceding business day.