

December 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 3rd Pre-Calc for 11/26/11 PPED Regent on-cycle files for 11/26/11 PPED due by 4:00 p.m.	2 Final Pay Calc and Pay Confirm for 11/26/11 PPED	3
4	5 Run A off-cycle * for 11/26/11 PPED – CID 12/09/11	6	7 Run B off-cycle * for 11/26/11 PPED – CID 12/12/11	8	9 PAYDAY	10
11	12 Run C off-cycle * for 11/26/11 PPED – CID 12/15/11 Interface Agencies T&L files for 12/10/11 PPED due by 5:00 p.m	13 Paysheets Created 1st Pre-Calc for 12/10/11 PPED	14 2nd Pre-Calc for 12/10/11 PPED	15 3rd Pre-Calc for 12/10/11 PPED Regent on-cycle files for 12/10/11 PPED due by 4:00 p.m.	16 Regents' Run A off-cycle files for 12/10/11 PPED due by 4:00 p.m. Final Pay Calc and Pay Confirm for 12/10/11 PPED – CID 12/23/11	17
18	19 Run A off-cycle * for 12/10/11 PPED – CID 12/23/11 Regent's on-cycle for 12/10/11 PPED – CID 12/23/11	20 Regents' Run B off-cycle files for 12/10/11 PPED due by 4:00 p.m.	21 Run B off-cycle * for 12/10/11 PPED – CID 12/27/11	22	23 PAYDAY Regents' Run C off-cycle files due by 4:00 p.m. Interface Agencies T&L files for 12/24/11 PPED due by 5:00 p.m.	24
25	26 CHRISTMAS HOLIDAY	27 Run C off-cycle * for 12/10/11 PPED – CID 12/30/11 Paysheets created 1st Pre-Calc for 12/24/11 PPED	28 2nd Pre-Calc for 12/24/11 PPED Regent on-cycle files for 12/24/11 PPED due by 4:00 p.m.	29 3rd Pre-Calc for 12/24/11 PPED	30 Final Pay Calc and Pay Confirm for 12/24/11 PPED – CID 01/06/12	31

*The deadline for submitting off- cycle files for Regents Institutions is 4:00 p.m. on the preceding business day.