

2011

SHARP BI-WEEKLY ON-CYCLE PAYROLL SCHEDULE

PAYROLL PERIODS		PAY DATE	TIME & LEAVE/TIME & LABOR, AND EMPLOYEE DATA, FOR PAYSHEET CREATION & PRELIMINARY CALCULATION				CUTOFF FOR TIME AND LABOR REPORTED TIME ENTRIES 3:30 P.M. **	CUTOFF FOR "OKAY TO PAY" AND CORRECTION/ APPROVAL OF T&L/ TIME&LABOR ENTRIES 6:00 P.M. ***	PAYROLL TRANSACTIONS POSTED TO SMART AFTER 6:00 P.M.
START DATES	ENDING DATES		FIRST T&L/T&LBR ENTRY DATE FOR ON-LINE USERS	CUTOFF INTERFACE USERS 5:00 P.M.	CUTOFF REGENTS FILES 4:00 P.M.	CUTOFF ON-LINE USERS 6:00 P.M.*			
12-Dec-10	25-Dec-10	7-Jan-11	13-Dec-10	27-Dec-10	29-Dec-10	27-Dec-10	30-Dec-10	30-Dec-10	5-Jan-11
26-Dec-10	8-Jan-11	21-Jan-11	27-Dec-10	10-Jan-11	12-Jan-11	11-Jan-11	14-Jan-11	14-Jan-11	19-Jan-11
9-Jan-11	22-Jan-11	4-Feb-11	10-Jan-11	24-Jan-11	27-Jan-11	25-Jan-11	28-Jan-11	28-Jan-11	2-Feb-11
23-Jan-11	5-Feb-11	18-Feb-11	24-Jan-11	7-Feb-11	10-Feb-11	8-Feb-11	11-Feb-11	11-Feb-11	16-Feb-11
6-Feb-11	19-Feb-11	4-Mar-11	7-Feb-11	21-Feb-11	24-Feb-11	22-Feb-11	25-Feb-11	25-Feb-11	2-Mar-11
20-Feb-11	5-Mar-11	18-Mar-11	21-Feb-11	7-Mar-11	10-Mar-11	8-Mar-11	11-Mar-11	11-Mar-11	16-Mar-11
6-Mar-11	19-Mar-11	1-Apr-11	7-Mar-11	21-Mar-11	24-Mar-11	22-Mar-11	25-Mar-11	25-Mar-11	31-Mar-11
20-Mar-11	2-Apr-11	15-Apr-11	21-Mar-11	4-Apr-11	7-Apr-11	5-Apr-11	8-Apr-11	8-Apr-11	13-Apr-11
3-Apr-11	16-Apr-11	29-Apr-11	4-Apr-11	18-Apr-11	21-Apr-11	19-Apr-11	22-Apr-11	22-Apr-11	27-Apr-11
17-Apr-11	30-Apr-11	13-May-11	18-Apr-11	2-May-11	5-May-11	3-May-11	6-May-11	6-May-11	11-May-11
1-May-11	14-May-11	27-May-11	2-May-11	16-May-11	19-May-11	17-May-11	20-May-11	20-May-11	25-May-11
15-May-11	28-May-11	10-Jun-11	16-May-11	27-May-11	2-Jun-11	31-May-11	3-Jun-11	3-Jun-11	8-Jun-11
29-May-11	11-Jun-11	24-Jun-11	31-May-11	13-Jun-11	16-Jun-11	14-Jun-11	17-Jun-11	17-Jun-11	22-Jun-11
12-Jun-11	25-Jun-11	8-Jul-11	13-Jun-11	27-Jun-11	29-Jun-11	28-Jun-11	1-Jul-11	1-Jul-11	6-Jul-11
26-Jun-11	9-Jul-11	22-Jul-11	27-Jun-11	11-Jul-11	14-Jul-11	12-Jul-11	15-Jul-11	15-Jul-11	20-Jul-11
10-Jul-11	23-Jul-11	5-Aug-11	11-Jul-11	25-Jul-11	28-Jul-11	26-Jul-11	29-Jul-11	29-Jul-11	3-Aug-11
24-Jul-11	6-Aug-11	19-Aug-11	25-Jul-11	8-Aug-11	11-Aug-11	9-Aug-11	12-Aug-11	12-Aug-11	17-Aug-11
7-Aug-11	20-Aug-11	2-Sep-11	8-Aug-11	22-Aug-11	25-Aug-11	23-Aug-11	26-Aug-11	26-Aug-11	31-Aug-11
21-Aug-11	3-Sep-11	16-Sep-11	22-Aug-11	2-Sep-11	8-Sep-11	6-Sep-11	9-Sep-11	9-Sep-11	14-Sep-11
4-Sep-11	17-Sep-11	30-Sep-11	6-Sep-11	19-Sep-11	22-Sep-11	20-Sep-11	23-Sep-11	23-Sep-11	28-Sep-11
18-Sep-11	1-Oct-11	14-Oct-11	19-Sep-11	3-Oct-11	6-Oct-11	4-Oct-11	7-Oct-11	7-Oct-11	12-Oct-11
2-Oct-11	15-Oct-11	28-Oct-11	3-Oct-11	17-Oct-11	20-Oct-11	18-Oct-11	21-Oct-11	21-Oct-11	26-Oct-11
16-Oct-11	29-Oct-11	10-Nov-11	17-Oct-11	31-Oct-11	2-Nov-11	1-Nov-11	4-Nov-11	4-Nov-11	8-Nov-11
30-Oct-11	12-Nov-11	23-Nov-11	31-Oct-11	10-Nov-11	16-Nov-11	14-Nov-11	16-Nov-11	16-Nov-11	21-Nov-11
13-Nov-11	26-Nov-11	9-Dec-11	14-Nov-11	28-Nov-11	1-Dec-11	29-Nov-11	2-Dec-11	2-Dec-11	7-Dec-11
27-Nov-11	10-Dec-11	23-Dec-11	28-Nov-11	12-Dec-11	15-Dec-11	13-Dec-11	16-Dec-11	16-Dec-11	21-Dec-11
11-Dec-11	24-Dec-11	6-Jan-12	12-Dec-11	23-Dec-11	28-Dec-11	27-Dec-11	30-Dec-11	30-Dec-11	4-Jan-12
25-Dec-11	7-Jan-12	20-Jan-12	27-Dec-11	9-Jan-12	11-Jan-12	10-Jan-12	13-Jan-12	13-Jan-12	18-Jan-12

*Preliminary Pay Calculation ran after 6:00 P.M. and each succeeding work day until the cutoff for "Okay to Pay"

**Time Admin process runs final time at 3:30 p.m and produces Payable Time which must be approved by 6:00 p.m.

***Final Pay Calculation ran after 6:00 P.M.