

2001

SHARP BI-WEEKLY ON-CYCLE PAYROLL SCHEDULE

PAYROLL PERIODS		DATE PAYROLL CHECKS MAILED *****	PAY DATE*	TIME & LEAVE, AND EMPLOYEE DATA, FOR PAYSHEET CREATION & PRELIMINARY CALCULATION					CUTOFF FOR "OKAY TO PAY" AND CORRECTION OF T & L ENTRIES 5:00 P.M. ****	ENCUMBRANCE TRANSACTIONS POSTED TO STARS AFTER 5:00 P.M.
START DATES	ENDING DATES			FIRST T&L ENTRY DATE FOR ON-LINE USERS	CUTOFF PAPER USERS 5:00 P.M.**	CUTOFF INTERFACE USERS 5:00 P.M.	CUTOFF REGENTS FILES 6:00 A.M.	CUTOFF ON-LINE USERS 5:00 P.M.***		
10-Dec-00	23-Dec-00	4-Jan-01	5-Jan-01	11-Dec-00	22-Dec-00	22-Dec-00	28-Dec-00 at Noon	26-Dec-00	29-Dec-00	2-Jan-01
24-Dec-00	6-Jan-01	18-Jan-01	19-Jan-01	26-Dec-00	5-Jan-01	8-Jan-01	11-Jan-01	9-Jan-01	12-Jan-01	16-Jan-01
7-Jan-01	20-Jan-01	1-Feb-01	2-Feb-01	8-Jan-01	19-Jan-01	22-Jan-01	26-Jan-01	23-Jan-01	26-Jan-01	30-Jan-01
21-Jan-01	3-Feb-01	15-Feb-01	16-Feb-01	22-Jan-01	2-Feb-01	5-Feb-01	9-Feb-01	6-Feb-01	9-Feb-01	13-Feb-01
4-Feb-01	17-Feb-01	1-Mar-01	2-Mar-01	5-Feb-01	16-Feb-01	19-Feb-01	23-Feb-01	20-Feb-01	23-Feb-01	27-Feb-01
18-Feb-01	3-Mar-01	15-Mar-01	16-Mar-01	19-Feb-01	2-Mar-01	5-Mar-01	9-Mar-01	6-Mar-01	9-Mar-01	13-Mar-01
4-Mar-01	17-Mar-01	29-Mar-01	30-Mar-01	5-Mar-01	16-Mar-01	19-Mar-01	23-Mar-01	20-Mar-01	23-Mar-01	27-Mar-01
18-Mar-01	31-Mar-01	12-Apr-01	13-Apr-01	19-Mar-01	30-Mar-01	2-Apr-01	6-Apr-01	3-Apr-01	6-Apr-01	10-Apr-01
1-Apr-01	14-Apr-01	26-Apr-01	27-Apr-01	2-Apr-01	13-Apr-01	16-Apr-01	20-Apr-01	17-Apr-01	20-Apr-01	24-Apr-01
15-Apr-01	28-Apr-01	10-May-01	11-May-01	16-Apr-01	27-Apr-01	30-Apr-01	4-May-01	1-May-01	4-May-01	8-May-01
29-Apr-01	12-May-01	24-May-01	25-May-01	30-Apr-01	11-May-01	14-May-01	18-May-01	15-May-01	18-May-01	22-May-01
13-May-01	26-May-01	7-Jun-01	8-Jun-01	14-May-01	25-May-01	25-May-01	1-Jun-01	29-May-01	1-Jun-01	5-Jun-01
27-May-01	9-Jun-01	21-Jun-01	22-Jun-01	29-May-01	8-Jun-01	11-Jun-01	15-Jun-01	12-Jun-01	15-Jun-01	19-Jun-01
10-Jun-01	23-Jun-01	5-Jul-01	6-Jul-01	11-Jun-01	22-Jun-01	25-Jun-01	29-Jun-01	26-Jun-01	29-Jun-01	3-Jul-01
24-Jun-01	7-Jul-01	19-Jul-01	20-Jul-01	25-Jun-01	6-Jul-01	9-Jul-01	13-Jul-01	10-Jul-01	13-Jul-01	17-Jul-01
8-Jul-01	21-Jul-01	2-Aug-01	3-Aug-01	9-Jul-01	20-Jul-01	23-Jul-01	27-Jul-01	24-Jul-01	27-Jul-01	31-Jul-01
22-Jul-01	4-Aug-01	16-Aug-01	17-Aug-01	23-Jul-01	3-Aug-01	6-Aug-01	10-Aug-01	7-Aug-01	10-Aug-01	14-Aug-01
5-Aug-01	18-Aug-01	30-Aug-01	31-Aug-01	6-Aug-01	17-Aug-01	20-Aug-01	24-Aug-01	21-Aug-01	24-Aug-01	28-Aug-01
19-Aug-01	1-Sep-01	13-Sep-01	14-Sep-01	20-Aug-01	31-Aug-01	31-Aug-01	7-Sep-01	4-Sep-01	7-Sep-01	11-Sep-01
2-Sep-01	15-Sep-01	27-Sep-01	28-Sep-01	4-Sep-01	14-Sep-01	17-Sep-01	21-Sep-01	18-Sep-01	21-Sep-01	25-Sep-01
16-Sep-01	29-Sep-01	11-Oct-01	12-Oct-01	17-Sep-01	28-Sep-01	1-Oct-01	5-Oct-01	2-Oct-01	5-Oct-01	9-Oct-01
30-Sep-01	13-Oct-01	25-Oct-01	26-Oct-01	1-Oct-01	12-Oct-01	15-Oct-01	19-Oct-01	16-Oct-01	19-Oct-01	23-Oct-01
14-Oct-01	27-Oct-01	8-Nov-01	9-Nov-01	15-Oct-01	26-Oct-01	29-Oct-01	2-Nov-01	30-Oct-01	2-Nov-01	6-Nov-01
28-Oct-01	10-Nov-01	20-Nov-01	21-Nov-01	29-Oct-01	8-Nov-01	8-Nov-01	14-Nov-01	11-Nov-01	14-Nov-01	19-Nov-01
11-Nov-01	24-Nov-01	6-Dec-01	7-Dec-01	13-Nov-01	21-Nov-01	26-Nov-01	30-Nov-01	27-Nov-01	30-Nov-01	4-Dec-01
25-Nov-01	8-Dec-01	20-Dec-01	21-Dec-01	26-Nov-01	7-Dec-01	10-Dec-01	14-Dec-01	11-Dec-01	14-Dec-01	18-Dec-01
9-Dec-01	22-Dec-01	3-Jan-02	4-Jan-02	10-Dec-01	21-Dec-01	24-Dec-01	28-Dec-01	24-Dec-01	28-Dec-01	31-Dec-01
23-Dec-01	5-Jan-02	17-Jan-02	18-Jan-02	24-Dec-01	4-Jan-02	7-Jan-02	11-Jan-02	8-Jan-02	11-Jan-02	15-Jan-02

\* Send encumbrance liquidation and expenditure transactions to STARS

\*\*Weekly timesheets are due at 5:00 P.M. each Friday for that week. If Friday is a holiday, timesheets are due the preceding work day.

\*\*\*Preliminary Pay Calculation ran at 5:00 P.M. and each succeeding work day until the cutoff for "okay to pay"

\*\*\*\*Final Pay Calculation ran at 5:00 P.M.

\*\*\*\*\*All EFT Advices are mailed one day prior to the mailing of the paychecks