

# LEAVE ACCRUAL SCHEDULE 2015

BEGIN DATE	END DATE	LEAVE ACCRUAL, FINAL PAY CALC, LAST DAY FOR REPORTED TIME SUBMIT & APPROVAL (3:30 PM), & LAST DAY FOR PAYABLE TIME APPROVAL (6 PM) *	PAY DAY
12/21/14	01/03/15	01/09/15	01/16/15
01/04/15	01/17/15	01/23/15	01/30/15
01/18/15	01/31/15	02/06/15	02/13/15
02/01/15	02/14/15	02/20/15	02/27/15
02/15/15	02/28/15	03/06/15	03/13/15
03/01/15	03/14/15	03/20/15	03/27/15
03/15/15	03/28/15	<b>04/02/15</b>	04/10/15
03/29/15	04/11/15	04/17/15	04/24/15
04/12/15	04/25/15	05/01/15	05/08/15
04/26/15	05/09/15	05/15/15	05/22/15
05/10/15	05/23/15	05/29/15	06/05/15
05/24/15	06/06/15	06/12/15	06/19/15
06/07/15	06/20/15	06/26/15	07/02/15
06/21/15	07/04/15	07/10/15	07/17/15
07/05/15	07/18/15	07/24/15	07/31/15
07/19/15	08/01/15	08/07/15	08/14/15
08/02/15	08/15/15	08/21/15	08/28/15
08/16/15	08/29/15	09/04/15	09/11/15
08/30/15	09/12/15	09/18/15	09/25/15
09/13/15	09/26/15	10/02/15	10/09/15
09/27/15	10/10/15	10/16/15	10/23/15
10/11/15	10/24/15	10/30/15	11/06/15
10/25/15	11/07/15	11/13/15	11/20/15
11/08/15	11/21/15	11/25/15	12/04/15
11/22/15	12/05/15	12/11/15	12/18/15
12/06/15	12/19/15	12/23/15	12/31/15
12/20/15	01/02/16	01/08/16	01/15/16

\*Reported Time must be Submitted  
(and Approved, if Self Service) by 3:30PM.  
Payable Time must be Approved by 6PM.