

PAYROLL DUE DATES			
September 1, 2011- August 31, 2012			
PAY PERIOD	PAYROLL TYPE/DOCUMENT	DUE IN PAYROLL OFFICE	PAY DATES
September-- 8/15 - 9/11	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Wed., Sep. 14th Wed., Sep. 14th	Sep. 23rd Sep. 23rd
September	Full-time staff, non-exempt employees - white timesheet	Sept 30th	Sep. 23rd
September	Institutional student - pink timesheet	Sept 30th	Oct. 7th
September	Federal Workstudy Student -yellow timesheet	Sept 30th	Oct. 7th
September	Texas Workstudy Student - tan timesheet	Sept 30th	Oct. 7th
October-- 9/12 - 10/16	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Wed., Oct. 19th Wed., Oct. 19th	Oct. 28th Oct. 28th
October	Full-time staff, non-exempt employees - white timesheet	Nov 1st	Oct. 28th
October	Institutional student - pink timesheet	Nov 1st	Nov. 10th
October	Federal Workstudy Student -yellow timesheet	Nov 1st	Nov. 10th
October	Texas Workstudy Student - tan timesheet	Nov 1st	Nov. 10th
November-- 10/17- 11/13	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Tue., Nov. 15th Tue., Nov. 15th	Nov. 22nd Nov. 22nd
November	Full-time staff, non-exempt employees - white timesheet	Dec. 1st	Nov. 22nd
November	Institutional student - pink timesheet	Dec. 1st	Dec.9th
November	Federal Workstudy Student -yellow timesheet	Dec. 1st	Dec.9th
November	Texas Workstudy Student - tan timesheet	Dec. 1st	Dec.9th
December-- 11/14 - 12/4	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Tues, Dec. 6th Tues, Dec. 6th	Dec. 15th Dec. 15th
December	Full-time staff, non-exempt employees - white timesheet	Jan. 2nd	Dec. 15th
December	Institutional student - pink timesheet	On or Before Dec. 16th	Jan. 10th
December	Federal Workstudy Student -yellow timesheet	On or Before Dec. 16th	Jan. 10th
December	Texas Workstudy Student - tan timesheet	On or Before Dec. 16th	Jan. 10th
January-- 12/5 - 1/15	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Wed., Jan. 18th Wed., Jan. 18th	Jan. 27th Jan. 27th
January	Full-time staff, non-exempt employees - white timesheet	Feb. 1st	Jan. 27th
January	Institutional student - pink timesheet	Feb. 1st	Feb. 10th
January	Federal Workstudy Student -yellow timesheet	Feb. 1st	Feb. 10th
January	Texas Workstudy Student - tan timesheet	Feb. 1st	Feb. 10th
February-- 1/16 - 2/12	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Wed., Feb. 15th Wed., Feb. 15th	Feb. 24th Feb. 24th
February	Full-time staff, non-exempt employees - white timesheet	Mar. 1st	Feb. 24th
February	Institutional student - pink timesheet	Mar. 1st	Mar. 9th
February	Federal Workstudy Student -yellow timesheet	Mar. 1st	Mar. 9th
February	Texas Workstudy Student - tan timesheet	Mar. 1st	Mar. 9th
March 2/13 - 3/4	Special Assignment Agreements Hourly (nonstudent) - cream timesheet	Wed., Mar. 7th Wed., Mar. 7th	Mar. 23rd Mar. 23rd
March	Full-time staff, non-exempt employees - white timesheet	Apr. 2nd	Mar. 23rd
March	Institutional student - pink timesheet	Apr. 2nd	Apr. 10th
March	Federal Workstudy Student -yellow timesheet	Apr. 2nd	Apr. 10th
March	Texas Workstudy Student - tan timesheet	Apr. 2nd	Apr. 10th

PAY PERIOD	PAYROLL TYPE/DOCUMENT	DUE IN PAYROLL OFFICE	PAY DATES
April	Special Assignment Agreements	Wed., Apr. 18th	Apr. 27th
3/5 - 4/15	Hourly (nonstudent) - cream timesheet	Wed., Apr. 18th	Apr. 27th
April	Full-time staff, non-exempt employees - white timesheet	May 1st	Apr. 27th
April	Institutional student - pink timesheet	May 1st	May 10th
April	Federal Workstudy Student -yellow timesheet	May 1st	May 10th
April	Texas Workstudy Student - tan timesheet	May 1st	May 10th
May	Special Assignment Agreements	Tue., May 15th	May 24th
4/16 - 5/13	Hourly (nonstudent) - cream timesheet	Tue., May 15th	May 24th
May	Full-time staff, non-exempt employees - white timesheet	May 31st	May 24th
May	Institutional student - pink timesheet	May 31st	June 7th
May	Federal Workstudy Student -yellow timesheet	May 31st	June 7th
May	Texas Workstudy Student - tan timesheet	May 31st	June 7th
	<i>*dates are for 4-day work week</i>		
June	Special Assignment Agreements	Tues., June 12th	June 21st
5/14 - 6/10	Hourly (nonstudent) - cream timesheet	Tues., June 12th	June 21st
June	Full-time staff, non-exempt employees - white timesheet	July 2nd	June 21st
June	Institutional student - pink timesheet	July 2nd	July 10th
June	Federal Workstudy Student -yellow timesheet	July 2nd	July 10th
June	Texas Workstudy Student - tan timesheet	July 2nd	July 10th
	<i>*dates are for 4-day work week</i>		
July	Special Assignment Agreements	Tues., July 17th	July 26th
6/11 - 7/15	Hourly (nonstudent) - cream timesheet	Tues., July 17th	July 26th
July	Full-time staff, non-exempt employees - white timesheet	Aug 1st	July 26th
July	Institutional student - pink timesheet	Aug 1st	Aug. 9th
July	Federal Workstudy Student -yellow timesheet	Aug 1st	Aug. 9th
July	Texas Workstudy Student - tan timesheet	Aug 1st	Aug. 9th
	<i>*dates are for 4-day work week</i>		
August	Special Assignment Agreements	Wed., Aug. 15th	Aug. 24th
7/16 - 8/12	Hourly (nonstudent) - cream timesheet	Wed., Aug. 15th	Aug. 24th
August	Full-time staff, non-exempt employees - white timesheet	Sept 4th	Aug. 24th
August	Institutional student - pink timesheet	Aug 31st	Sep. 10th
August	Federal Workstudy Student -yellow timesheet	Aug 31st	Sep. 10th
August	Texas Workstudy Student - tan timesheet	Aug 31st	Sep. 10th