

EASTERN KENTUCKY UNIVERSITY 2007-2008 PAYROLL CALENDAR

JULY 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	H	5	6	7
8	9	10	11	12	BW/SM	14
15	16	17	18	19	20	21
22	23	24	25	26	BW	28
29	30	31	SM			

AUGUST 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
5	6	7	8	9	BW	11
12	13	14	SM	16	17	18
19	20	21	22	23	BW	25
26	27	28	29	30	31	

SEPTEMBER 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	H	4	5	6	BW	8
9	10	11	12	13	SM	15
16	17	18	19	20	BW	22
23	24	25	26	27	SM	29
30						

OCTOBER 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	BW	6
7	H	H	10	11	12	13
14	SM	16	17	18	BW	20
21	22	23	24	25	26	27
28	29	30	31	SM	** Due to Fall Holiday, time cards/sheets are due in the Payroll Office by 12 NOON, Friday, October 5th. There can be no exceptions!	

NOVEMBER 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
** Due to Fall Holiday, time cards/sheets are due in the Payroll Office by 12 NOON, Friday, November 16th. There can be no exceptions!						
				1	BW	3
4	5	6	7	8	9	10
11	12	13	14	SM	BW	17
18	19	20	21	H	H	24
25	26	27	28	29	BW/SM	30

DECEMBER 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
** Due to the holidays, time cards/sheets are due in the Payroll Office by 12 NOON, Friday, December 14th. There can be no exceptions!						
** Time cards/sheets for 12/16-12/29-07 are due in the Payroll Office by 12 NOON, Tuesday, January 2nd. There can be no exceptions!						1
2	3	4	5	6	7	8
9	10	11	12	13	BW/SM	15
16	17	18	19	20	BW/SM	22
23	H	H	H	H	H	29
30	H	NOTE: Due to the holidays, please check Direct Deposit amounts on December 21st.				

BW: Bi-Weekly Pay Dates (Check Distribution) Non-Exempt/Hourly Employees
 SM: Semi-Monthly Pay Dates (Check Distribution) Exempt/Salaried Employees
 Note: Pay requests are due on or before Semi-Monthly Pay Dates (SM) to guarantee payment on the following SM pay date.
 ** Early submission of time cards

☐ : Date time cards due in Payroll indicated by screen inside date
 ☐ : End of Bi-Weekly Pay Period indicated by white block around date
 H : Holidays (Subject to Presidential approval)
 ★ : Faculty pay dates
 Note: First pay: August 15, 2007; Last pay: May 31, 2008

** First scheduled pay for part-time faculty:
 --September 14, 2007 (Fall 2007)
 --February 15, 2008 (Spring 2008)
 These dates are assuming all required paperwork has been received by Human Resources by the cutoff dates.

EKU Payroll Calendar Provided by



Delta Dental Plan of Kentucky

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JANUARY 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
** Time cards/sheets for 12/16-12/29/07 are due in Payroll by 12 NOON, January 2nd.		H	**	4	5	
6	7	8	9	10	BW	12
13	14	SM	16	17	18	19
20	H	22	23	24	BW	26
27	28	29	30	31	SM	

FEBRUARY 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	BW	9
10	11	12	13	14	SM	16
17	18	19	20	21	BW	23
24	25	26	27	28	SM	29

MARCH 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	BW	8
9	10	11	12	13	SM	15
16	17	18	19	20	BW	22
23	24	25	26	27	28	29
30	31	SM				

APRIL 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	BW	5
6	7	8	9	10	11	12
13	14	SM	16	17	BW	19
20	21	22	23	24	25	26
27	28	29	30	SM		

MAY 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	BW	3
4	5	6	7	8	9	10
11	12	13	14	SM	BW	17
18	19	20	21	22	23	24
25	H	27	28	29	BW/SM	31

JUNE 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	BW/SM	14
15	16	17	18	19	20	21
22	23	24	25	26	BW	28
29	30	SM				

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