| SCHEDULE OF 2024 PAY PERIODS, HOLIDAYS, AND PAYDAYS | | | | |
|---|---|---|---|---|
| **PAY PERIOD** | **INCLUSIVE DATES** | **HOURLY STUDENT TIME ENTRY DEADLINE** | **2024 PAYDAYS[1]** | |
| January | Jan 01 – Jan 30 | Jan 30 | Thursday | Feb 15 |
| February | Jan 31 – Feb 29 | Feb 29 | Friday | Mar 15 |
| March | Mar 01 – Mar 31 | Mar 31 | Monday | Apr 15 |
| April | Apr 01 – Apr 30 | Apr 30 | Wednesday | May 15 |
| May | May 01 – May 30 | May 30 | Friday | Jun 14 |
| June | May 31 – Jun 30 | Jun 30 | Monday | Jul 15 |
| July | Jul 01 – Jul 30 | Jul 30 | Thursday | Aug 15 |
| August | Jul 31 – Aug 29 | Aug 29 | Monday | Sept 16 |
| September | Aug 30 – Sep 30 | Sep 30 | Tuesday | Oct 15 |
| October | Oct 01 – Oct 30 | Oct 30 | Friday | Nov 15 |
| November | Oct 31 – Nov 30 | Nov 30 | Monday | Dec 16 |
| December | Dec 01 – Dec 31 | Dec 31 | Wednesday | Jan 15 |

| **HOLIDAY** | **CAMPUS OPEN[2]** | **HOLIDAY OBSERVED** |
|---|---|---|
| Lincoln's Birthday | February 12, 2024 | November 29, 2024 |
| Washington's Birthday | February 19, 2024 | December 26, 2024 |
| Admission Day | September 09, 2024 | December 27, 2024 |
| Columbus Day | October 14, 2024 | December 30, 2024 |

All hours must be entered by midnight on the last day of the pay period.

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[1] Check with your department for specific disbursement procedures.
[2] Observance of the holidays listed will change from the official date under "Campus Open" to the date shown under "Holiday Observed."