

Schedule for Supplemental Check Runs

**Direct Deposits transmitted to banks,
and checks available in the SVC
Cashier's Office by 4:00 PM on:**

October 5 (Faculty Only)
October 3
October 17
October 31
November 14
November 28
January 9
January 23
February 6
February 8 (Faculty Only)
February 20
March 19
April 2
April 16
April 30
May 14
May 28
June 11
June 25
July 9
July 11 (Faculty Only)
July 23
August 6
August 20
September 3
September 17

**Supplemental Check Request Forms
due in HR Records by 12:00 PM on:**

September 24 (Faculty Only)
October 1
October 15
October 29
November 12
November 26
January 7
January 18
February 4
January 28 (Faculty Only)
February 18
March 17
March 31
April 14
April 28
May 12
May 23*
June 9
June 23
July 7
June 26 (Faculty Only)
July 21
August 4
August 18
August 29*
September 15

Departments that submit numerous requests for supplemental checks may be required to attend additional training.

*Note: Early submission dates.