

FY10 Schedule for Payment of Professional/ Technical and Administrators

If an employee is to be paid:	All necessary documents are due to HR Records or in the PA system and approved by:	ACCeTime Monthly Notices of Absences for pay period of:	Should be submitted by 11:30 pm:
September 30	September 11	Aug. 1 – Aug. 31	September 8
October 30	October 9	Sept. 1 – Sept. 30	October 8
November 30	November 9	Oct. 1 – Oct. 31	November 6
December 16	November 20	Nov. 1 – Nov. 30	November 20 (estimated)
January 29	January 8	Dec. 1 – Dec. 31	January 7
February 26	February 12	Jan. 1 – Jan. 31	February 5
March 31	March 12	Feb. 1 – Feb. 28	March 5
April 30	April 9	Mar. 1 – Mar. 31	April 6
May 28	May 14	Apr. 1 – Apr. 30	May 7
June 30	June 11	May 1 – May 31	June 7
July 30	July 9	June 1 – June 30	July 6
August 31	August 13	July 1 – July 31	August 6
September 30	September 10	Aug. 1 – Aug. 31	September 7

NOTE: Payroll documents received after the scheduled dates will be processed for payment by the next appropriate payroll.