

FY12 Monthly Pay Schedule

This schedule includes Classified employees paid on a monthly basis, all Professional-Technical employees, Administrators, and Full-Time Faculty (including Overload payments).

Pay Date	Document Approval Date	Pay Period	ACCe Time Absences**	Submit eTime Timesheets by 11:30pm
September 30	September 12	Sept. 1 – Sept. 30	Aug. 1 – Aug. 31	September 8
October 31	October 10	Oct. 1 – Oct. 31	Sept. 1 – Sept. 30	October 4
November 30	November 7	Nov. 1 – Nov. 30	Oct. 1 – Oct. 31	November 2
December 12*	November 21	Dec. 1 - Dec. 31	Nov. 1 – Nov. 30	November 17 (estimated)
January 31	January 9	Jan. 1 – Jan. 31	Dec. 1 – Dec. 31	January 9
February 29	February 10	Feb. 1 – Feb. 29	Jan. 1 – Jan. 31	February 6
March 30	March 07	Mar. 1 – Mar. 31	Feb. 1 – Feb. 29	March 5
April 30	April 10	Apr. 1 – Apr. 30	Mar. 1 – Mar. 31	April 4
May 31	May 14	May 1 – May 31	Apr. 1 – Apr. 30	May 4
June 29	June 12	June 1 – June 30	May 1 – May 31	June 6
July 31	July 10	July 1 – July 31	June 1 – June 30	July 9
August 31	August 14	Aug. 1 – Aug. 31	July 1 – July 31	August 6
September 28	September 11	Sept. 1 – Sept. 30	Aug. 1 – Aug. 31	September 6

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

*December 12: employees will not receive another paycheck until January 31, 2012.

**This column does not pertain to Continuing Education Instructors. Leave and/or Overtime will be paid in the month after it was earned. For example: Leave and/or Overtime earned in September will be paid on October 31.