

FY 2020/2021 Payroll Calendar

Biweekly Pay Period	Biweekly Pay Date	Manager Approve Time Dates	Comments
14	Jun 20, 2020	Jul 03, 2020	New fiscal year
15	Jul 04, 2020	Jul 17, 2020	
16	Jul 18, 2020	Jul 31, 2020	
17	Aug 01, 2020	Aug 14, 2020	
18	Aug 15, 2020	Aug 28, 2020	
19	Aug 29, 2020	Sep 11, 2020	
20	Sep 12, 2020	Sep 25, 2020	
21	Sep 26, 2020	Oct 09, 2020	
22	Oct 10, 2020	Oct 23, 2020	No deductions
23	Oct 24, 2020	Nov 06, 2020	
24	Nov 07, 2020	Nov 20, 2020	
25	Nov 21, 2020	Dec 04, 2020	
26	Dec 05, 2020	Dec 18, 2020	

Biweekly Pay Period	Biweekly Pay Date	Manager Approve Time Dates	Comments
1	Dec 19, 2020	Jan 01, 2021	
2	Jan 02, 2021	Jan 15, 2021	
3	Jan 16, 2021	Jan 29, 2021	
4	Jan 30, 2021	Feb 12, 2021	
5	Feb 13, 2021	Feb 26, 2021	
6	Feb 27, 2021	Mar 12, 2021	
7	Mar 13, 2021	Mar 26, 2021	
8	Mar 27, 2021	Apr 09, 2021	
9	Apr 10, 2021	Apr 23, 2021	No deductions
10	Apr 24, 2021	May 07, 2021	
11	May 08, 2021	May 21, 2021	
12	May 22, 2021	Jun 04, 2021	
13	Jun 05, 2021	Jun 18, 2021	

Monthly Pay Period	Monthly Pay Date
Jul 31, 2020	Jul 31, 2020
Aug 31, 2020	Aug 31, 2020
Sep 30, 2020	Sep 30, 2020
Oct 31, 2020	Oct 30, 2020
Nov 30, 2020	Nov 30, 2020
Dec 31, 2020	Dec 31, 2020
Jan 31, 2021	Jan 29, 2021
Feb 28, 2021	Feb 26, 2021
Mar 31, 2021	Mar 31, 2021
Apr 30, 2021	Apr 30, 2021
May 31, 2021	May 31, 2021
Jun 30, 2021	Jun 30, 2021

Biweekly Notes
 Time cards must be submitted by the last day of the pay period
 *Managers must approve time cards the following Monday by 3p.m. Any exceptions will be posted on MYHR
 All Biweekly EAF changes & Special Pays must be submitted by last day of the pay period

Monthly Notes
 Checks distributed on last working day of the Month
 Absences must be approved at least 5 business days before pay date
 All EAF changes & Special Pays need to be submitted by the 20th of the Month