

EASTERN KENTUCKY UNIVERSITY 2009-2010 PAYROLL CALENDAR

JULY 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	H	4
					BW	11
5	6	7	8	9		
		SM				
12	13	14	15	16	17	18
					BW	25
19	20	21	22	23	24	
					SM	
26	27	28	29	30	31	

AUGUST 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
					BW	8
2	3	4	5	6		
					SM	15
9	10	11	12	13		
					BW	22
16	17	18	19	20	21	
23	24	25	26	27	28	29
	SM					
30	31					

SEPTEMBER 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					BW	5
		1	2	3		
	H					
6	7	8	9	10	11	12
		SM			BW	19
13	14	15	16	17	18	
20	21	22	23	24	25	26
			SM			
27	28	29	30			

OCTOBER 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
NOTE: Due to the Fall Holiday, time cards/sheets are due in Payroll OCT 2, (pay period 09/20 - 10/03/09). This includes submission and approval of all web time. There can be no exceptions.						
				1	BW	3
					**	
4	5	6	7	8	9	10
	H	H		SM	BW	17
11	12	13	14	15	16	
18	19	20	21	22	23	24
					BW/SM	31
25	26	27	28	29	30	

NOVEMBER 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
					BW/SM	14
					**	
8	9	10	11	12	13	
15	16	17	18	19	20	21
		BW				
22	23	24	25	H	H	28
29	SM	30				
NOTE: Due to the Thanksgiving Holidays, time cards/sheets are due in Payroll 12 NOON FRI, NOV 13, 2009 (pay period 11/01 - 11/14/09). There can be no exceptions.						

DECEMBER 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
NOTE: Due to the holidays, Time cards/sheets for 11/29 - 12/12/09 are due in Payroll DEC 11.						
		1	2	3	4	5
					BW	12
					**	
6	7	8	9	10	11	
		SM				
13	14	15	16	17	18	19
20	21	BW/SM		H	H	26
		**				
27	H	H	H	H		
28						
29						
30						
31						
NOTE: Time cards/sheets for 12/13-12/26/09 are due in Payroll DEC 22. Please check Direct Deposit amounts on DEC. 22.						

BW: Bi-Weekly Pay Dates (Check Distribution)
Non-Exempt/Hourly Employees
SM: Semi-Monthly Pay Dates (Check Distribution)
Exempt/Salaried Employees
Note: Pay requests are due on or before Semi-Monthly Pay Dates (SM) to guarantee payment on the following SM pay date.
** Early submission of time cards

■ : Date time cards due in Payroll indicated by screen inside date
□ : End of Bi-Weekly Pay Period indicated by white block around date
H : Holidays (Subject to Presidential approval)
★ Faculty pay dates
Note: First pay: August 14, 2009;
Last pay: May 28, 2010

First scheduled pay for part-time faculty: --September 15, 2009 (Fall 2009)
--February 15, 2010 (Spring 2010)
First scheduled pay for Graduate Assistant: --August 31, 2009
--January 29, 2010

These dates are assuming all required paperwork has been received by Human Resources by the cutoff dates.

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JANUARY 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					H	
					1	2
					BW	
3	4	5	6	7	8	9
10	11	12	13	14	SM	16
	H				BW	
17	18	19	20	21	22	23
24					SM	
31	25	26	27	28	29	30

FEBRUARY 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					BW	
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	SM	16	17	18	BW	20
21	22	23	24	25	SM	27
28						

MARCH 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					BW	
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	SM	16	17	18	BW	20
21	22	23	24	25	26	27
28	29	30	SM	31		

APRIL 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					BW	
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	SM	BW	17
18	19	20	21	22	23	24
25	26	27	28	29	BW/SM	30

MAY 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	BW/SM	15
16	17	18	19	20	21	22
23	24	25	26	27	BW/SM	29
30	H	31				

JUNE 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	BW	12
13	14	SM	16	17	18	19
20	21	22	23	24	BW	26
27	28	29	SM	30		

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