

Part-Time Instructor Payroll Schedule

Pay Run ID	Pay Period Begins	Pay Period Ends	Document Receipt Date to HR-HRIS - 10 Work Days Prior to SSC Due Date	Document Due Date to Payroll for Requests that DO NOT process through HR-HRIS - 5 Business Days Prior to SSC Due Date	SSC Absence Approval Due at 9 am	Check Date
18M1	8/1/2021	8/31/2021	8/10/2021	8/17/2021	08/24/21	08/31/21
19M1	9/1/2021	9/30/2021	9/9/2021	9/16/2021	09/23/21	09/30/21
10M1	10/1/2021	10/31/2021	10/8/2021	10/15/2021	10/22/21	10/29/21
1NM1	11/1/2021	11/30/2021	11/8/2021	11/15/2021	11/22/21	11/30/21
1DM1	12/1/2021	12/31/2021	12/6/2021	12/13/2021	12/20/21	12/31/21