

## Semester Graduate Assistant Payroll Schedule

| Month  | 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 <b>DO NOT</b> process through HR-HRIS - 5 Business Days Prior to SSC Due Date | SSC Absence Approval Due at 9 am | Check Date |
|--------|---------------------|-------------------|-----------------|---|--|----------------------------------|------------|
| Jan-22 | 21M1                | 1/1/2022          | 1/31/2022       | 1/5/2022  | 1/12/2022  | 01/19/22                         | 01/31/22   |
| Feb-22 | 22M1                | 2/1/2022          | 2/28/2022       | 2/2/2022  | 2/9/2022   | 02/16/22                         | 02/28/22   |
| Mar-22 | 23M1                | 3/1/2022          | 3/31/2022       | 3/10/2022   | 3/17/2022  | 03/24/22                         | 03/31/22   |
| Apr-22 | 24M1                | 4/1/2022          | 4/30/2022       | 4/8/2022  | 4/15/2022  | 04/22/22                         | 04/30/22   |
| Jun-22 | See Summer Schedule |                   |                 |   |  |                                  |            |
| Jul-22 |                     |                   |                 |   |  |                                  |            |
| Sep-22 | 29M1                | 9/1/2022          | 9/30/2022       | 9/9/2022  | 9/16/2022  | 09/23/22                         | 09/30/22   |
| Oct-22 | 20M1                | 10/1/2022         | 10/31/2022      | 10/10/2022  | 10/17/2022   | 10/24/22                         | 10/31/22   |
| Nov-22 | 2NM1                | 11/1/2022         | 11/30/2022      | 11/7/2022   | 11/14/2022   | 11/21/22                         | 11/30/22   |
| Dec-22 | 2DM1                | 12/1/2022         | 12/31/2022      | 12/5/2022   | 12/12/2022   | 12/19/22                         | 12/31/22   |