

Biweekly Pay Frequency - Associated Deadlines in 2016

Pay Period	Pay Dates	HR Workflow Final Approval Deadline at 7:00 PM on	Employee Self-service Updates for Timesheets, Direct Deposit, and W-4 Tax Information Deadlines at 7pm on	Timekeeper Entry and Self-service Approver Deadlines at 10am on	Gross Pay Registers Available on
12-20-15 - 01-02-16	01-08-16	01-04-16	01-04-16	01-05-16	01-06-16
01-03-16 - 01-16-16	01-22-16	01-18-16	01-18-16	01-19-16	01-20-16
01-17-16 - 01-30-16	02-05-16	02-01-16	02-01-16	02-02-16	02-03-16
01-31-16 - 02-13-16	02-19-16	02-15-16	02-15-16	02-16-16	02-17-16
02-14-16 - 02-27-16	03-04-16	02-29-16	02-29-16	03-01-16	03-02-16
02-28-16 - 03-12-16	03-18-16	03-14-16	03-14-16	03-15-16	03-16-16
03-13-16 - 03-26-16	04-01-16	03-28-16	03-28-16	03-29-16	03-30-16
03-27-16 - 04-09-16	04-15-16	04-11-16	04-11-16	04-12-16	04-13-16
04-10-16 - 04-23-16	04-29-16	04-25-16	04-25-16	04-26-16	04-27-16
04-24-16 - 05-07-16	05-13-16	05-09-16	05-09-16	05-10-16	05-11-16
05-08-16 - 05-21-16	05-27-16	05-23-16	05-23-16	05-24-16	05-25-16
05-22-16 - 06-04-16	06-10-16	06-06-16	06-06-16	06-07-16	06-08-16
06-05-16 - 06-18-16	06-24-16	06-20-16	06-20-16	06-21-16	06-22-16
06-19-16 - 07-02-16	07-08-16	07-04-16	07-04-16	07-05-16	07-06-16
07-03-16 - 07-16-16	07-22-16	07-18-16	07-18-16	07-19-16	07-20-16
07-17-16 - 07-30-16	08-05-16	08-01-16	08-01-16	08-02-16	08-03-16
07-31-16 - 08-13-16	08-19-16	08-15-16	08-15-16	08-16-16	08-17-16
08-14-16 - 08-27-16	09-02-16	08-29-16	08-29-16	08-30-16	08-31-16
08-28-16 - 09-10-16	09-16-16	09-12-16	09-12-16	09-13-16	09-14-16
09-11-16 - 09-24-16	09-30-16	09-26-16	09-26-16	09-27-16	09-28-16
09-25-16 - 10-08-16	10-14-16	10-10-16	10-10-16	10-11-16	10-12-16
10-09-16 - 10-22-16	10-28-16	10-24-16	10-24-16	10-25-16	10-26-16
10-23-16 - 11-05-16	11-11-16	11-07-16	11-07-16	11-08-16	11-09-16
11-06-16 - 11-19-16	11-23-16	11-19-16 Early Deadline	11-19-16 Early Deadline	11-20-16 Early Deadline	11-21-16 Early Availability
11-20-16 - 12-03-16	12-09-16	12-05-16	12-05-16	12-06-16	12-07-16
12-04-16 - 12-17-16	12-23-16	12-19-16	12-19-16	12-20-16	12-21-16
12-18-16 - 12-31-16	01-06-17	01-02-17	01-02-17	01-03-17	01-04-17

Data Entry/approval available again when Gross Pay Register available.