

PAYROLL DUE DATES AND DIRECT DEPOSIT SCHEDULE
For Monthly and Twice-Monthly Payrolls
Fiscal 2016

MONTH	PAYROLL TYPE Twice-Monthly (TM) and Monthly	PAYROLL DUE DATE		LAST DAY PAYROLLS PROCESS FOR DDEP & DEADLINE FOR DDEP REVERSALS		PAYDATES		WORKDAYS & HOURS PER MONTH
September 2015	1st TM	Thursday	09/03/15	Wednesday	09/09/15	Tuesday	09/15/15	176 hours
	2nd TM & Monthly	Tuesday	09/22/15	Friday	09/25/15	Thursday	10/01/15	22 days
October 2015	1st TM	Tuesday	10/06/15	Friday	10/09/15	Thursday	10/15/15	176 hours
	2nd TM & Monthly	Thursday	10/22/15	Tuesday	10/27/15	Monday	11/02/15	22 days
November 2015	1st TM	Wednesday	11/04/15	Monday	11/09/15	Monday	11/16/15	168 hours
	2nd TM & Monthly	Thursday	11/19/15	Tuesday	11/24/15	Tuesday	12/01/15	21 days
December 2015	1st TM	Friday	12/04/15	Wednesday	12/09/15	Tuesday	12/15/15	184 hours
	2nd TM & Monthly	Monday	12/21/15	Monday	12/28/15	Monday	01/04/16	23 days
January 2016	1st TM	Wednesday	01/06/16	Monday	01/11/16	Friday	01/15/16	168 hours
	2nd TM & Monthly	Thursday	01/21/16	Tuesday	01/26/16	Monday	02/01/16	21 days
February 2016	1st TM	Thursday	02/04/16	Tuesday	02/09/16	Tuesday	02/16/16	168 hours
	2nd TM & Monthly	Friday	02/19/16	Wednesday	02/24/16	Tuesday	03/01/16	21 days
March 2016	1st TM	Friday	03/04/16	Wednesday	03/09/16	Tuesday	03/15/16	184 hours
	2nd TM & Monthly	Wednesday	03/23/16	Monday	03/28/16	Friday	04/01/16	23 days
April 2016	1st TM	Wednesday	04/06/16	Monday	04/11/16	Friday	04/15/16	168 hours
	2nd TM & Monthly	Thursday	04/21/16	Tuesday	04/26/16	Monday	05/02/16	21 days
May 2016	1st TM	Thursday	05/05/16	Tuesday	05/10/16	Monday	05/16/16	176 hours
	2nd TM & Monthly	Friday	05/20/16	Wednesday	05/25/16	Wednesday	06/01/16	22 days
June 2016	1st TM	Monday	06/06/16	Thursday	06/09/16	Wednesday	06/15/16	176 hours
	2nd TM & Monthly	Wednesday	06/22/16	Monday	06/27/16	Friday	07/01/16	22 days
July 2016	1st TM	Wednesday	07/06/16	Monday	07/11/16	Friday	07/15/16	168 hours
	2nd TM & Monthly	Thursday	07/21/16	Tuesday	07/26/16	Monday	08/01/16	21 days
August 2016	1st TM	Thursday	08/04/16	Tuesday	08/09/16	Monday	08/15/16	184 hours
	2nd TM & Monthly	Tuesday	08/23/16	Friday	08/26/16	Thursday	09/01/16	23 days