

# PAYROLL SCHEDULE

Pay Dates August 7, 2009 through January 29, 2010

## SALARY CYCLE

Employee Types: 1-Salaried Faculty and Staff; 6-Salaried Students; 7-Part-Time Lecturers; 8-Coadjutants; 9-Fellows; A-Tradespeople

### CUTOFF DATES (12:00 NOON)

PAFs, PDRs to the Control Unit <u>Friday</u>	TIME REPORT FORMS <u>Monday</u>	PAY DATE <u>Friday</u>
July 24	Aug. 03	Aug. 07, 2009
Aug. 07	Aug. 17	Aug. 21
Aug. 21	Aug. 31	Sept. 04
Sept. 03 (Thurs)	Sept. 14	Sept. 18
Sept. 18	Sept. 28	Oct. 02
Oct. 02	Oct. 12	Oct. 16
Oct. 16	Oct. 26	Oct. 30
Oct. 29 (Thurs)	Nov. 06 (Fri)	Nov. 13
Nov. 11 (Wed)	Nov. 19 (Thurs)	Nov. 27**
Nov. 23 (Mon)	Dec. 03 (Thurs)	Dec. 11
Dec. 07 (Mon)	Dec. 14 (Mon)	Dec. 24 (Thurs)***
Dec. 17 (Thurs)	Jan. 04, 2010	Jan. 08, 2010
Jan. 07 (Thurs)	Jan. 15 (Fri), 2010	Jan. 22, 2010

## HOURLY CYCLE

Employee Types: 4-Casual Hourly; 5-Full Time Rutgers Student Hourly; A-Tradespeople

### CUTOFF DATES (12:00 NOON)

PAFs, PDRs to the Control Unit <u>Tuesday</u>	TIME REPORT FORMS <u>Monday</u>	PAY DATE <u>Friday</u>
Aug. 04	Aug. 10	Aug. 14, 2009
Aug. 18	Aug. 24	Aug. 28
Aug. 31 (Mon)	Sept. 04 (Fri)	Sept. 11
Sept. 15	Sept. 21	Sept. 25
Sept. 29	Oct. 05	Oct. 09
Oct. 13	Oct. 19	Oct. 23
Oct. 27	Nov. 02	Nov. 06
Nov. 09 (Mon)	Nov. 13 (Fri)	Nov. 20
Nov. 19 (Thurs)	Nov. 25 (Wed)	Dec. 04
Dec. 03 (Thurs)	Dec. 08 (Tues)	Dec. 18
Dec. 14 (Mon)	Dec. 18 (Fri)	Jan. 01, 2010 ***
Jan. 05	Jan. 11, 2010	Jan. 15, 2010
Jan. 19	Jan. 25, 2010	Jan. 29, 2010

\*\*Due to the Thanksgiving Day Holiday, checks dated November 27 will be distributed on Wednesday, November 25, 2009.

\*\*\*Due to the Holiday schedule, checks dated Thursday, December 24, 2009 and January 1, 2010 will be distributed on Wednesday, December 23, 2009.

Note: At the end of each semester, confirm Type 5 employees will continue as a full time Rutgers student. If no longer full time, complete a new PAF changing the employee type to 4