

2022 Payroll and Workday Approval Deadline Calendar (Tabular)

Pay Period	Payroll Calculation Window	Additional Pay Request Deadline (1pm) and Campus Approval Deadline (5pm)	Timesheet Approval and Costing Allocation Deadlines (9pm)	Payday	Pay Period Hours
Dec 16-31, 2021	Dec 28, 2021 – Jan 4, 2022	Dec 30, 2021	Jan 4, 2022	Jan 10, 2022	96
Jan 1-15	Jan 12-19	Jan 14	Jan 19	Jan 25	80
Jan 16-31	Jan 29 – Feb 4	Feb 2	Feb 4	Feb 10	88
Feb 1-15	Feb 12-18	Feb 16	Feb 18	Feb 25	88
Feb 16-28	Feb 26 – Mar 4	Mar 2	Mar 4	Mar 10	72
Mar 1-15	Mar 15-21	Mar 17	Mar 21	Mar 25	88
Mar 16-31	Mar 30 – Apr 5	Apr 1	Apr 5	Apr 11	96
Apr 1-15	Apr 13-19	Apr 15	Apr 19	Apr 25	88
Apr 16-30	Apr 28 – May 4	May 2	May 4	May 10	80
May 1-15	May 13-19	May 17	May 19	May 25	80
May 16-31	May 28 – June 6	June 2	June 6	June 10	96
June 1-15	June 11-17	June 15	June 17	June 24	88
June 16-30	June 28 – July 5	June 30	July 5	July 11	88
July 1-15	July 13-19	July 15	July 19	July 25	88
July 16-31	July 29 – Aug 4	Aug 2	Aug 4	Aug 10	80
Aug 1-15	Aug 13-19	Aug 17	Aug 19	Aug 25	88
Aug 16-31	Aug 27 – Sept 2	Aug 31	Sept 2	Sept 9	96
Sept 1-15	Sept 13-20	Sept 15	Sept 20	Sept 26	88
Sept 16-30	Sept 28 – Oct 4	Sept 30	Oct 4	Oct 7*	88
Oct 1-15	Oct 13-19	Oct 17	Oct 19	Oct 25	80
Oct 16-31	Oct 29 – Nov 4	Nov 2	Nov 4	Nov 10	88
Nov 1-15	Nov 10-17	Nov 15	Nov 17	Nov 23	88
Nov 16-30	Nov 29 – Dec 5	Dec 1	Dec 5	Dec 9	88
Dec 1-15	Dec 13-19	Dec 15	Dec 19	Dec 23	88
Dec 16-31	Dec 28, 2022– Jan 4, 2023	Dec 30	Jan 4, 2023	Jan 10, 2023	88

**Early payday - please plan accordingly!*