

## 2013 - 2014 Payroll Schedule

### Q-BANK 742 & 744 Payrolls (Includes Sub Paras and PSOEP)

Month		Staffing Close Date	Timekeeping Close Date	Payroll Close Date	EFT Stop Payment Deadline	Open to District	Check Date	Check Delivery Date
Sept	1st Half	08/27/13	08/28/13	08/29/13	09/11/13	08/30/13	09/16/13	09/16/13
	2nd Half	09/11/13	09/12/13	09/13/13	09/25/13	09/16/13	09/30/13	09/30/13
Oct	1st Half	09/24/13	09/25/13	09/26/13	10/09/13	09/27/13	10/15/13	10/15/13
	2nd Half	10/10/13	10/11/13	10/15/13	10/28/13	10/16/13	10/31/13	10/31/13
Nov	1st Half	10/28/13	10/29/13	10/30/13	11/12/13	10/31/13	11/15/13	11/15/13
	2nd Half	11/12/13	11/13/13	11/14/13	11/25/13	11/15/13	11/29/13	11/27/13
Dec	1st Half	11/25/13	11/26/13	11/27/13	12/11/13	11/29/13	12/16/13	12/16/13
	2nd Half	12/09/13	12/10/13	12/11/13	12/26/13	12/12/13	12/31/13	12/20/13
Jan	1st Half	12/27/13	12/30/13	01/02/14	01/10/14	01/03/14	01/15/14	01/15/14
	2nd Half	01/13/14	01/14/14	01/15/14	01/28/14	01/16/14	01/31/14	01/31/14
Feb	1st Half	01/29/14	01/30/14	01/31/14	02/11/14	02/03/14	02/14/14	02/14/14
	2nd Half	02/12/14	02/13/14	02/14/14	02/25/14	02/18/14	02/28/14	02/28/14
Mar	1st Half	02/26/14	02/27/14	02/28/14	03/11/14	03/03/14	03/14/14	03/14/14
	2nd Half	03/12/14	03/13/14	03/14/13	03/26/14	03/17/14	03/31/14	03/31/14
Apr	1st Half	03/27/14	03/28/14	03/31/14	04/10/14	04/01/14	04/15/14	04/11/14
	2nd Half	04/11/14	04/14/14	04/15/14	04/25/14	04/16/14	04/30/14	04/30/14
May	1st Half	04/28/14	04/29/14	04/30/14	05/12/14	05/01/14	05/15/14	05/15/14
	2nd Half	05/05/14	05/06/14	05/07/14	05/27/14	05/08/14	05/30/14	05/30/14
June	1st Half	05/12/14	05/13/14	05/14/14	06/11/14	05/15/14	06/16/14	06/16/14
	2nd Half	05/19/14	05/20/14	05/21/14	06/25/14		06/30/14	06/26/14
July	1st Half	**			07/10/14		07/15/14	06/26/14
	2nd Half	**			07/28/14		07/31/14	06/26/14
Aug	1st Half	**			08/12/14		08/15/14	06/26/14
	2nd Half	**			08/26/14		08/29/14	06/26/14

**Please Note:**

The EIS Bulletin Board is a source for information regarding the Payroll/Timekeeping close dates and any changes made to them.

All SREPP and PSOEP are paid on a positive basis for each day/hour worked. As a result, there is one payroll period lag for timekeeping entries.

\*\* Follow the Payroll Administration Memorandum, "End of Year Information and Procedures for E745, Q742, and Q744"

**Date are subject to change**