

2012 - 2013 Payroll Schedule

746 (Per Diem) / 747 (Per Session) Payroll

Pay Period Earned Dates	Timekeeping/ Approvals Close Date	Appointments Sent	Gross Pay/ One Time Adj. FISA Calc	EFT Stop Payment Deadline	Mailing/ Check Date
07/01/12 – 07/15/12	07/19/12	07/20/12	07/25/12	07/26/12	07/31/12
07/16/12 – 07/31/12	08/06/12	08/07/12	08/10/12	08/13/12	08/16/12
08/01/12 – 08/15/12	08/21/12	08/22/12	08/27/12	08/28/12	08/31/12
08/16/12 – 08/31/12	09/07/12	09/10/12	09/13/12	09/14/12	09/21/12
09/01/12 – 09/15/12	09/24/12	09/25/12	10/01/12	10/02/12	10/05/12
09/16/12 – 09/30/12	10/04/12	10/05/12	10/11/12	10/12/12	10/17/12
10/01/12 – 10/15/12	10/19/12	10/22/12	10/25/12	10/26/12	10/31/12
10/16/12 – 10/31/12	11/07/12	11/08/12	11/14/12	11/15/12	11/20/12
11/01/12 – 11/15/12	11/21/12	11/26/12	11/29/12	11/30/12	12/05/12
11/16/12 – 11/30/12	12/06/12	12/07/12	12/12/12	12/13/12	12/18/12
12/01/12 – 12/15/12	12/20/12	12/21/12	12/28/12	01/2/13	01/07/13
12/16/12 – 12/31/12	01/07/13	01/08/13	01/11/13	01/14/13	01/17/13
01/01/13 – 01/15/13	01/22/13	01/23/13	01/28/13	01/29/13	02/01/13
01/16/13 – 01/31/13	02/06/13	02/07/13	02/13/13	02/14/13	02/20/13
02/01/13 – 02/15/13	02/28/13 *	03/01/13	03/06/13	03/07/13	03/12/13
02/16/13 – 02/28/13	03/06/13	03/07/13	03/12/13	03/13/13	03/18/13
03/01/13 – 03/15/13	03/21/13	03/22/13	03/27/13	03/28/13	04/02/13
03/16/13 – 03/31/13	04/08/13	04/09/13	04/12/13	04/15/13	04/18/13
04/01/13 – 04/15/13	04/19/13	04/22/13	04/25/13	04/26/13	05/01/13
04/16/13 – 04/30/13	05/06/13	05/07/13	05/10/13	05/13/13	05/16/13
05/01/13 – 05/15/13	05/21/13	05/22/13	05/28/13	05/29/13	06/03/13
05/16/13 – 05/31/13	06/06/13	06/07/13	06/12/13	06/13/13	06/18/13
06/01/13 – 06/15/13	06/20/13	06/21/13	06/26/13	06/27/13	07/02/13
06/16/13 – 06/30/13	06/28/13	06/21/13	07/03/13	07/05/13	07/10/13

* Timekeeping Delay to Accommodate Mid-Winter Recess

Winter Recess: 12/24/12 – 01/01/13

Spring Recess: 03/25/13 – 04/02/13

Mid-Winter Recess: 02/18/13 – 02/22/13

FISCAL Year Rollover (Tentative): 06/22/13 – 06/28/13

Dates are subject to change. Up-to-date payroll information can be obtained from the PDPS Per Diem/Per Session payroll bulletin boards, the TBNK Per Session Payroll bulletin board, the Division of Financial Operations (DFO) website: <http://schools.nyc.gov/offices/dfo> and the DFO Payroll Portal: <https://payrollportal.nycboe.net>