



Semi-monthly payroll	Payroll Period Start Date	Payroll Period End Date	E-forms must be approved by HR/PAYROLL by noon on:	Time must be approved in SAP by noon on:	Payday
19	September 24, 2016	October 8, 2016	October 5, 2016	October 10, 2016	October 14, 2016
20	October 9	October 24	October 19	October 25	October 31
21	October 25	November 8	November 3 *	November 8 *	November 15
22	November 9	November 23	November 16 *	November 21 *	November 30
23	November 24	December 8	December 5	December 9	December 15
24	December 9	December 24	December 9 *	December 14 *	December 20
1	December 25, 2017	January 8, 2017	January 4, 2017	January 9, 2017	January 13, 2017
2	January 9	January 24	January 19	January 25	January 31
3	January 25	February 8	February 3	February 9	February 15
4	February 9	February 22	February 16	February 22	February 28
5	February 23	March 8	March 3	March 9	March 15
6	March 9	March 24	March 21	March 27	March 31
7	March 25	April 8	April 4	April 7	April 13
8	April 9	April 23	April 19	April 24	April 28
9	April 24	May 8	May 3	May 9	May 15
10	May 9	May 24	May 18 *	May 24 *	May 31
11	May 25	June 8	June 5	June 9	June 15
12	June 9	June 23	June 19	June 26	June 30
13	June 24	July 8	July 5	July 10	July 14
14	July 9	July 24	July 18	July 25	July 31
15	July 25	August 8	August 2	August 9	August 15
16	August 9	August 24	August 18	August 25	August 31
17	August 25	September 8	September 1	September 11	September 15
18	September 9	September 23	September 19	September 25	September 29
19	September 24	October 8	October 3	October 9	October 13
20	October 9	October 24	October 19	October 25	October 31
21	October 25	November 8	November 3	November 9	November 15
22	November 9	November 23	November 16 *	November 21 *	November 30
23	November 24	December 8	December 5	December 11	December 15
24	December 9	December 24	December 11 *	December 13 *	December 19

1) * The deadline for time entry and approval may fall on or before the end of the payroll period. In some cases, estimating time worked for the last days of the payroll period will be necessary

2) Please review online calendar periodically, as some dates are tentative and subject to change