

**2024**  
**Payroll Timesheet Submission Schedule**  
**(Part-time, Casual, Contract & Student Employees)**

<b>Pay #</b>	<b>Pay Period</b>	<b>Submit By</b>	<b>Pay Day</b>
1	December 18, 2023 - December 31, 2023	January 1, 2024	January 11, 2024
2	January 1, 2024 - January 14, 2024	January 15, 2024	January 25, 2024
3	January 15, 2024 - January 28, 2024	January 29, 2024	February 8, 2024
4	January 29, 2024 - February 11, 2024	February 12, 2024	February 22, 2024
5	February 12, 2024 - February 25, 2024	February 26, 2024	March 7, 2024
6	February 26, 2024 - March 10, 2024	March 11, 2024	March 21, 2024
7	March 11, 2024 - March 24, 2024	March 25, 2024	April 4, 2024
8	March 25, 2024 - April 7, 2024	April 8, 2024	April 18, 2024
9	April 8, 2024 - April 21, 2024	April 22, 2024	May 2, 2024
10	April 22, 2024 - May 5, 2024	May 6, 2024	May 16, 2024
11	May 6, 2024 - May 19, 2024	May 20, 2024	May 30, 2024
12	May 20, 2024 - June 2, 2024	June 3, 2024	June 13, 2024
13	June 3, 2024 - June 16, 2024	June 17, 2024	June 27, 2024
14	June 17, 2024 - June 30, 2024	July 1, 2024	July 11, 2024
15	July 1, 2024 - July 14, 2024	July 15, 2024	July 25, 2024
16	July 15, 2024 - July 28, 2024	July 29, 2024	August 8, 2024
17	July 29, 2024 - August 11, 2024	August 12, 2024	August 22, 2024
18	August 12, 2024 - August 25, 2024	August 26, 2024	September 5, 2024
19	August 26, 2024 - September 8, 2024	September 9, 2024	September 19, 2024
20	September 9, 2024 - September 22, 2024	September 23, 2024	October 3, 2024
21	September 23, 2024 - October 6, 2024	October 7, 2024	October 17, 2024
22	October 7, 2024 - October 20, 2024	October 21, 2024	October 31, 2024
23	October 21, 2024 - November 3, 2024	November 4, 2024	November 14, 2024
24	November 4, 2024 - November 17, 2024	November 18, 2024	November 28, 2024
25	November 18, 2024 - December 1, 2024	December 2, 2024	December 12, 2024
26	December 2, 2024 - December 15, 2024	December 16, 2024	December 26, 2024
1	December 16, 2024 - December 29, 2024	December 30, 2024	January 9, 2025