

2021 Biweekly Payroll Calendar
Revised 12/01/2021

Biweekly Pay Period Dates					CLOCK IN / CLOCK OUT					Payroll Deadline - Deposits, Deductions, & Other Changes	
Year	Pay No	Pay Period Start Date	Pay Period End Date	Pay Date	Clock In Begins	Deadline to Submit Timesheet		Approval Deadline			
		2021 Pay Dates									
2021	25	11/22/2021	12/5/2021	12/10/2021	11/22/2021	12/5/2021	11:55 PM	12/6/2021	10:00 AM	12/1/2021	
2021	26	12/6/2021	12/19/2021	12/24/2021	12/6/2021	*12/15/2021	11:55 PM	12/16/2021	9:00 AM	* Early Deadlines/Holiday	12/13/2021
		2022 Pay Dates									
2022	1	12/20/2021	1/2/2022	1/7/2022	12/20/2021	1/3/2022	10:00 AM	1/3/2022	1:00 PM	Returning from Winter Break	1/4/2022
2022	2	1/3/2022	1/16/2022	1/21/2022	1/3/2021	1/16/2022	11:55 PM	1/18/2022	10:00 AM	*MLK 1/17 Campus Closed	1/12/2022
2022	3	1/17/2022	1/30/2022	2/4/2022	1/17/2022	1/30/2022	11:55 PM	1/31/2022	10:00 AM		1/26/2022