

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
June 30	1 ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups)	2	3 CLOSE Off-Cycle @ 10:30am	4 TU CLOSED JULY 4TH ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will <u>not update</u> voucher	5 Biweekly Payday	6 End of Pay Period
7	8 Deadline to <u>receive</u> BW1 / BWP eDocs	9	10 Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM	11 ~ Monthly Vouchers Available ~ Funding changes finalized today through end of month will <u>not update</u> the JULY voucher. BW voucher cutoff @ 4pm After 4pm - Biweekly related eDocs/actions will not be finalized until after the BW payroll closing (HR, BW1, BWP paygroups)	12 CLOSE Off-Cycle @ 10:30am Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)	13 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)
14	15 ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups)	16	17	18 CLOSE Off-Cycle @ 10:30am Deadline to <u>receive</u> eDocs for exempt paygroups ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will <u>not update</u> voucher	19 Biweekly Payday	20 End of Pay Period
21	22 Deadline to <u>receive</u> BW1 / BWP eDocs Monthly Payroll Job Flag @ 5pm Deadline to finalize MO eDocs/actions	23 MO voucher cutoff @ 4pm After 4pm monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups)	24 Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups) Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM	25 ~ Close Monthly Payroll ~ Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups) BW voucher cutoff @ 4pm After 4pm - Biweekly related eDocs/actions will not be finalized until after the BW payroll closing (HR, BW1, BWP paygroups)	26 CLOSE Off-Cycle @ 10:30am Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)	27 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)
28	29 ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups)	30	31 CLOSE Off-Cycle @ 10:30am *** No BW Paygroups in Off-Cycle *** Monthly Payday	Aug 1 ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will <u>not update</u> voucher	Aug 2 Biweekly Payday	Aug 3