

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 26	May 27	May 28	May 29	May 30	May 31	1 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)
2 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)	3 CLOSE BW #19 ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups)	4	5	6 CLOSE Off-Cycle @ 10:30am ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will <u>not</u> update voucher	7 BUDGET LOAD ROUTE DEADLINE Biweekly Payday	8 End of Pay Period
9	10 Deadline to receive BW1 / BWP eDocs	11 ~ Monthly Vouchers Available ~ Funding changes finalized today through end of month will <u>not</u> update the June voucher.	12 BUDGET LOAD DEADLINE Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM	13 BW voucher cutoff @ 4pm After 4pm - Biweekly related eDocs/actions will not be finalized until after the BW payroll closing (HR, BW1, BWP paygroups)	14 BUDGET LOAD CLOSE Off-Cycle @ 10:30am Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)	15 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)
16 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)	17 ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups)	18 Deadline to receive eDocs for exempt paygroups	19 IU CLOSED JUNETEENTH	20 CLOSE Off-Cycle @ 10:30am Monthly Payroll Job Flag @ 5pm Deadline to finalize MO eDocs/actions ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will <u>not</u> update voucher	21 MO voucher cutoff @ Noon (EARLY) After 12pm monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups) Biweekly Payday	22 Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups)
23 Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups)	24 Deadline to receive BW1 / BWP eDocs ~ Close Monthly Payroll ~ Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups)	25	26 Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM	27 BW voucher cutoff @ 4pm After 4pm - Biweekly related eDocs/actions will not be finalized until after the BW payroll closing (HR, BW1, BWP paygroups)	28 CLOSE Off-Cycle @ 10:30am Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) Monthly Payday	29 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)
30 Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups)	July 1 ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups)	July 2	July 3 CLOSE Off-Cycle @ 10:30am	July 4 IU CLOSED JULY 4TH ~ Biweekly Vouchers Available ~	July 5 Biweekly Payday	July 6 End of Pay Period