

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| Oct 27 | Oct 28 | Oct 29 | Oct 30 | Oct 31 | 1 | 2 |
| | Deadline to receive BW1 / BWP eDocs | | Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM | BW voucher cutoff @ 4pm After 4pm - Biweekly related eDocs/actions will not be finalized until after the BW payroll closing (HR, BW1, BWP paygroups) | Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) | Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) | ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups) | | | CLOSE Off-Cycle @ 10:30am ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will not update voucher | | End of Pay Period |
| | | | | | Biweekly Payday | |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| | Veteran's Day (Federal Holiday) ~ Monthly Vouchers Available ~ Funding changes finalized today through end of month will not update the NOV voucher. Deadline to receive BW1 / BWP eDocs | | Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM | Deadline to receive eDocs for exempt 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) | CLOSE Off-Cycle @ 10:30am Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) | Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| Biweekly related eDocs will not be finalized until after payroll closing (HR, BW1, BWP paygroups) | Monthly Payroll Job Flag @ 5pm Deadline to finalize MO eDocs/actions ~ Close Biweekly Payroll ~ Biweekly related eDocs/actions will not be finalized until after payroll closing (HRR, BW1, BWP paygroups) | MO voucher cutoff @ 4pm After 4pm monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups) | Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups) | ~ Close Monthly Payroll ~ Monthly related eDocs/actions will not be finalized until after the payroll closing (Academic and Staff paygroups) ~ Biweekly Vouchers Available ~ Account changes finalized today through the end of pay period will not update voucher | | End of Pay Period |
| | | | | | Biweekly Payday | |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| | Deadline to receive BW1 / BWP eDocs | | CLOSE Off-Cycle @ 10:30am Biweekly Payroll Job Flag @ 5PM TIME extract @ 3PM Monthly Payday | TU CLOSED THANKSGIVING HOLIDAY | TU CLOSED THANKSGIVING HOLIDAY | |