

Dates are subject to change as necessary

BI-WEEKLY PAY SCHEDULE 2019-2020

	PAY PERIOD	CHANGES DUE IN HR	TIME SHEETS DUE IN HR	PAY CHECKS DISPERSED	
BW14	06/17/2019 - 06/30/2019	June 25, 2019	June 27, 2019	July 5, 2019	*
BW15	07/01/2019 - 07/14/2019	July 9, 2019	July 11, 2019	July 19, 2019	*
BW16	07/15/2019 - 07/28/2019	July 23, 2019	July 25, 2019	August 2, 2019	*
BW17	07/29/2019 - 08/11/2019	August 6, 2019	August 9, 2019	August 16, 2019	
BW18	08/12/2019 - 08/25/2019	August 20, 2019	August 23, 2019	August 30, 2019	
BW19	08/26/2019 - 09/08/2019	September 3, 2019	September 6, 2020	September 13, 2019	
BW20	09/09/2019 - 09/22/2019	September 17, 2019	September 20, 2019	September 27, 2019	
BW21	09/23/2019 - 10/06/2019	October 1, 2019	October 4, 2019	October 11, 2019	
BW22	10/07/2019 - 10/20/2019	October 15, 2019	October 18, 2019	October 25, 2019	
BW23	10/21/2019 - 11/03/2019	October 29, 2019	November 1, 2019	November 8, 2019	
BW24	11/04/2019 - 11/17/2019	November 12, 2019	November 15, 2019	November 22, 2019	
BW25	11/18/2019 - 12/01/2019	November 19, 2019	November 22, 2019	December 6, 2019	*
BW26	12/02/2019 - 12/15/2019	December 3, 2019	December 6, 2019	December 20, 2019	*
BW1	12/16/2019 - 12/29/2019	December 10, 2019	December 13, 2019	January 3, 2020	*
BW2	12/30/2019 - 01/12/2020	January 7, 2020	January 10, 2020	January 17, 2020	
BW3	01/13/2020 - 01/26/2020	January 21, 2020	January 24, 2020	January 31, 2020	
BW4	01/27/2020 - 02/09/2020	February 4, 2020	February 7, 2020	February 14, 2020	
BW5	02/10/2020 - 02/23/2020	February 18, 2020	February 21, 2020	February 28, 2020	
BW6	02/24/2020 - 03/08/2020	March 3, 2020	March 6, 2020	March 13, 2020	
BW7	03/09/2020 - 03/22/2020	March 17, 2020	March 20, 2020	March 27, 2020	
BW8	03/23/2020 - 04/05/2020	March 31, 2020	April 3, 2020	April 10, 2020	
BW9	04/06/2020 - 04/19/2020	April 14, 2020	April 17, 2020	April 24, 2020	
BW10	04/20/2020 - 05/03/2020	April 28, 2020	May 1, 2020	May 8, 2020	
BW11	05/04/2020 - 05/17/2020	May 12, 2020	May 15, 2020	May 22, 2020	
BW12	05/18/2020 - 05/31/2020	May 26, 2020	May 29, 2020	June 5, 2020	
BW13	06/01/2020 - 06/14/2020	June 9, 2020	June 12, 2020	June 19, 2020	

Online timesheets are to be completed by the employee no later than 9:00 AM on the timesheet due date and are to be approved by the supervisor no later than 11:30 am on the timesheet due date.
Paper timesheets, leave forms, etc. are due in HR by 9:00 AM on the timesheet due date.

BOLD: Only taxes & retirement will be deducted from this pay check.

CHANGES INCLUDE: adding new employees, changing benefit deductions, requesting payment (for example Continuing Education), address/name changes, direct deposit changes, or any other payroll adjustments.

* Timesheets due early due to summer schedule or holiday.