

UAF 2008 Personnel / Payroll Submission Schedule

Pay Period	Job Forms Due 2 PM	Timesheets Due 12 PM	Payroll Run #	Payday	Holidays and Alerts
09-Dec-07 to 22-Dec-07	12-Dec-07	20-Dec-07	R1	4-Jan-08	
23-Dec-07 to 05-Jan-08	19-Dec-07	7-Jan-08	R2	18-Jan-08	Christmas Dec 24 & 25 New Year Dec 31 & Jan 1 Closure Dec 26, 27 & 28
06-Jan-08 to 19-Jan-08	10-Jan-08	18-Jan-08	R3	1-Feb-08	
20-Jan-08 to 02-Feb-08	25-Jan-08	4-Feb-08	R4	15-Feb-08	Martin Luther King / AK Civil Rights Day Jan 21 Annual Leave Rolls after Feb 2
03-Feb-08 to 16-Feb-08	8-Feb-08	18-Feb-08	R5	29-Feb-08	
17-Feb-08 to 01-Mar-08	22-Feb-08	3-Mar-08	R6	14-Mar-08	
02-Mar-08 to 15-Mar-08	6-Mar-08	17-Mar-08	R7	28-Mar-08	Spring Recess Mar 14
16-Mar-08 to 29-Mar-08	21-Mar-08	31-Mar-08	R8	11-Apr-08	
30-Mar-08 to 12-Apr-08	4-Apr-08	14-Apr-08	R9	25-Apr-08	Faculty contract extension PW due April 11
13-Apr-08 to 26-Apr-08	18-Apr-08	28-Apr-08	R10	9-May-08	Open Enrollment begins Apr 16 (tentative)
27-Apr-08 to 10-May-08	2-May-08	12-May-08	R11	23-May-08	
11-May-08 to 24-May-08	15-May-08	23-May-08	R12	6-Jun-08	Open Enrollment ends May 15 (tentative)
25-May-08 to 07-Jun-08	30-May-08	9-Jun-08	R13	20-Jun-08	Memorial Day May 26
08-Jun-08 to 21-Jun-08	13-Jun-08	23-Jun-08	R14	4-Jul-08	Use Personal Holiday by Jun 21
22-Jun-08 to 05-Jul-08	13-Jun-08	7-Jul-08	R15	18-Jul-08	Independence Day July 3 & July 4 Split FY07/FY08 Labor Dist
06-Jul-08 to 19-Jul-08	11-Jul-08	21-Jul-08	R16	1-Aug-08	First Day FY09 Personal Holiday Use
20-Jul-08 to 02-Aug-08	25-Jul-08	4-Aug-08	R17	15-Aug-08	
03-Aug-08 to 16-Aug-08	8-Aug-08	18-Aug-08	R18	29-Aug-08	
17-Aug-08 to 30-Aug-08	8-Aug-08	29-Aug-07	R19	12-Sep-08	
31-Aug-08 to 13-Sep-08	5-Sep-08	15-Sep-08	R20	26-Sep-08	Labor Day Sept 1
14-Sep-08 to 27-Sep-08	19-Sep-08	29-Sep-08	R21	10-Oct-08	
28-Sep-08 to 11-Oct-08	3-Oct-08	13-Oct-08	R22	24-Oct-08	
12-Oct-08 to 25-Oct-08	17-Oct-08	27-Oct-08	R23	7-Nov-08	
26-Oct-08 to 08-Nov-08	31-Oct-08	10-Nov-08	R24	21-Nov-08	
09-Nov-08 to 22-Nov-08	12-Nov-08	20-Nov-08	R25	5-Dec-08	
23-Nov-08 to 06-Dec-08	26-Nov-08	8-Dec-08	R26	19-Dec-08	Thanksgiving Nov 27 & Nov 28
EARLY SUBMISSION REQUIRED		08 FISCAL YEAR ENDS			
Submission dates subject to change for system updates					