202420 Spring Semester Payroll Schedule

Spring Sessions	Session Dates	# of Pays	Due to Provost	Pay Dates	Due to HR
Full Term	1/8/2024 - 5/3/2024	7	1/25/2024	2/9/2024 - 5/3/2024	1/26/2024
1st 8 weeks	1/8/2024 - 3/1/2024	3	1/25/2024	2/9/2024 - 3/8/2024	1/26/2024
2nd 8 weeks	3/11/2024 - 5/3/2024	3	3/18/2024	4/5/2024 - 5/3/2024	3/21/2024
10 Week	1/8/2024 - 3/25/2024	4	1/25/2024	2/9/2024 - 3/22/2024	1/26/2024
1st 5 weeks	1/8/2024 - 2/12/2024	1	1/25/2024	2/9/2024	1/26/2024
2nd 5 weeks	2/13/2024 - 3/25/2024	1	3/18/2024	4/5/2024	3/21/2024
Last 5 weeks	3/26/2024 - 4/30/2024	1	4/15/2024	5/3/2024	4/18/2024
1st 4 weeks	1/8/2024 - 2/2/2024	1	1/25/2024	2/9/2024	1/26/2024
2nd 4 weeks	2/5/2024 - 3/1/2024	1	2/19/2024	3/8/2024	2/22/2024
3rd 4 weeks	3/11/2024 - 4/8/2024	1	3/18/2024	4/5/2024	3/21/2024
4th 4 weeks	4/9/2024 - 5/3/2024	1	4/15/2024	5/3/2024	4/18/2024

All updates on Banner will need to be completed prior to 1/18/2024.

(Updates include changing Staff to instructor's name and completing Non-Instructional screens for all full-time faculty). If you let me know when your edits are complete, I can run the report earlier.

Load reports will be on eprint no later than 01/19/2024.

4 and 5 week classes will be included with other pay dates unless they are the only course(s) being taught.

CONTACT ME ANY TIME YOU NEED UPDATED LOAD REPORTS RUN