## February 2018 Payroll Processing Schedule

* Schedule subject to change based on processing requirements. Refer to the Payroll Website for updates.

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### Monthly Payday
- Payday on the 1st
- Payday on the 18th
- Payday on the 25th

### #18-11 BW Payday
- Special Payday on the 3rd
- Special Payday on the 10th

### Manager/Timekeeper Approval of Timesheet Corrections for Prior Periods Due 5pm
- Approval on the 7th
- Approval on the 14th

### #18-12 BW Payday
- Payday on the 17th
- Payday on the 24th

### Workday HR/Payroll Business Processes Affecting Payroll Due 11am
- Processes on the 11th
- Processes on the 18th
- Processes on the 25th

### HR/Payroll Business Processes Affecting Monthly Payroll Due 5pm
- Processes on the 8th
- Processes on the 15th
- Processes on the 22nd

### Pay Calculation Results Reports available at Noon
- Reports on the 3rd
- Reports on the 10th
- Reports on the 17th
- Reports on the 24th

### Approval of Timesheet Corrections for Prior Periods Due 5pm
- Approval on the 3rd
- Approval on the 10th
- Approval on the 17th
- Approval on the 24th