



## Student Employee 2021 Payroll Schedule

Payroll ID	Start Date	End Date	Check Date
2021WS1	1-Jan-21	31-Jan-21	10-Feb-21
2021WS2	1-Feb-21	2/31/21	10-Mar-21
2021WS3	1-Mar-21	31-Mar-21	9-Apr-21
2021WS4	1-Apr-20	30-Apr-21	10-May-21
2021WS5	1-May-21	31-May-21	10-Jun-21
2021WS6	1-Jun-21	30-Jun-21	9-Jul-21
2021WS7	1-Jul-21	31-Jul-21	10-Aug-21
2021WS8	1-Aug-21	31-Aug-21	10-Sep-21
2021WS9	1-Sep-21	30-Sep-21	11-Oct-21
2021WS10	1-Oct-21	31-Oct-21	10-Nov-21
2021WS11	1-Nov-21	30-Nov-21	10-Dec-21
2021WS12	1-Dec-21	31-Dec-21	10-Jan-22

**Note:** Student timesheets must be filled out accurately, and provided to the hiring manager on the last day of the pay period for confirmation of hours worked. The signature of both the manager and timekeeper are required. All signed timesheets need to be submitted to the Payroll office prior to established deadline. Failure to submit/approve timesheets on time may cause a delay in students' pay.

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