

PAYROLL SCHEDULE

STAFF AND STUDENTS

Fall 2011

2021 Mesa Vista Hall

Phone: 277-3506

PAY PERIOD BEGIN DATE SATURDAY	PAY PERIOD END DATE FRIDAY	DUE DATE*	PAY DATE
09/10/11	09/23/11	9/21/11	09/30/11
9/24/11	10/07/11	10/05/11	10/14/11
10/08/11	10/21/11	10/19/11	10/28/11
10/22/11	11/04/11	**11/01/11	11/10/11
11/05/11	11/18/11	**11/14/11	11/23/11
11/19/11	12/02/11	11/30/11	12/09/11
12/03/11	12/16/11	**12/12/11	12/22/11

Special Notations:

*Time sheets must be submitted by 5:00 p.m. on dates indicated in this column. Time sheets received after the due date and time will be considered *late, noted as back pay*, and processed the following pay period.

****TIME SHEETS DUE EARLY DUE TO HOLIDAYS!!**

Employees' checks will be mailed to your home address. If you have direct deposit, log on to <https://my.unm.edu/cp/home/displaylogin> and you can print out a pay stub in the Employee Tab.
