

Payroll Dates for 2021

Staff members frequently inquire when timesheets, addendum pay, direct deposit forms and other changes need to be submitted to the Payroll Department in order to be processed for a particular pay date.

To assist in your planning, a list of 2021 pay dates and corresponding due dates is available below. The Payroll Department needs to receive all information by the end of the day on the due date to ensure payments and/or changes are made on the corresponding pay date. Any information received in Payroll after the due date may be processed during the next payroll cycle.

For those staff members being paid from a timesheet or receiving addendum pay, please keep in mind these items are to be completed, approved/signed by a supervisor and submitted to Payroll within four working days after the end of the pay period. Any items received after the due date may be processed on the next payroll. If you have any questions, contact [Steve Jordan](#), Senior Payroll Specialist.

Pay Dates & Due Dates

The first column lists pay dates and the second column lists due dates:

1/15	1/07
1/29	1/21
2/12	2/04
2/26	2/19
3/15	3/04
3/31	3/19
4/15	4/06
4/30	4/21
5/14	5/06
5/28	5/20
6/15	6/04
6/30	6/21
7/15	7/07
07/30	07/21
8/13	8/05
8/31	8/19
9/15	9/07
9/30	9/21
10/15	10/06
10/29	10/21
11/15	11/04
11/30	11/19
12/15	12/06
12/30	12/21