

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	On - Line Back End Splits Submission Begin/End dates	Reports/ Files Available
Admin 1 Lag	3/28-4/10	4/24/13	4/8/13	4/9/13	4/9/13	4/12/13	4/18 noon-4/19	4/19/13
Admin 2 Curr	4/11-4/24	4/24/13	4/8/13	4/9/13	4/9/13	4/12/13	4/18 noon-4/19	4/19/13
Inst 1 Lag	4/4-4/17	5/2/13	4/15/13	4/16/13	4/16/13	4/19/13	4/25 noon-4/26	4/26/13
Inst 2 Curr	4/18-5/1	5/2/13	4/15/13	4/16/13	4/16/13	4/19/13	4/25 noon-4/26	4/26/13
Admin 2 Lag	4/11-4/24	5/8/13	4/23/13	4/24/13	4/24/13	4/26/13	5/2 noon-5/3	5/3/13
Admin 3 Curr	4/25-5/8	5/8/13	4/23/13	4/24/13	4/24/13	4/26/13	5/2 noon-5/3	5/3/13
Inst 2 Lag	4/18-5/1	5/16/13	4/30/13	5/1/13	5/1/13	5/3/13	5/9 noon-5/10	5/10/13
Inst 3 Curr	5/2 - 5/15	5/16/13	4/30/13	5/1/13	5/1/13	5/3/13	5/9 noon-5/10	5/10/13
Admin 3 Lag	4/25-5/8	5/22/13	5/7/13	5/8/13	5/8/13	5/10/13	5/16 noon-5/17	5/17/13
Admin 4 Curr	5/9-5/22	5/22/13	5/7/13	5/8/13	5/8/13	5/10/13	5/16 noon-5/17	5/17/13
Inst 3 Lag	5/2-5/15	5/30/13	5/14/13	5/15/13	5/15/13	5/17/13	5/23 noon-5/24	5/24/13
Inst 4 Curr	5/16-5/29	5/30/13	5/14/13	5/15/13	5/15/13	5/17/13	5/23 noon-5/24	5/24/13
Admin 4 Lag	5/9-5/22	6/5/13	5/20/13	5/21/13	5/21/13	5/24/13	5/30 noon-5/31	5/31/13
Admin 5 Curr	5/23-6/5	6/5/13	5/20/13	5/21/13	5/21/13	5/24/13	5/30 noon-5/31	5/31/13
Inst 4 Lag	5/16-5/29	6/13/13	5/28/13	5/29/13	5/29/13	5/31/13	6/6 noon-6/7	6/7/13
Inst 5 Curr	5/30-6/12	6/13/13	5/28/13	5/29/13	5/29/13	5/31/13	6/6 noon-6/7	6/7/13
Admin 5 Lag	5/23-6/5	6/19/13	6/4/13	6/5/13	6/5/13	6/7/13	6/13 noon-6/14	6/14/13
Admin 6 Curr	6/6-6/19	6/19/13	6/4/13	6/5/13	6/5/13	6/7/13	6/13 noon-6/14	6/14/13
Inst 5 Lag	5/30-6/12	6/27/13	6/11/13	6/12/13	6/12/13	6/14/13	6/20 noon-6/21	6/21/13
Inst 6 Curr	6/13-6/26	6/27/13	6/11/13	6/12/13	6/12/13	6/14/13	6/20 noon-6/21	6/21/13
Admin 6 Lag	6/6-6/19	7/3/13	6/18/13	6/19/13	6/19/13	6/21/13	6/27 noon-6/28	6/28/13
Admin 7 Curr	6/20-7/3	7/3/13	6/18/13	6/19/13	6/19/13	6/21/13	6/27 noon-6/28	6/28/13
Inst 6 Lag	6/13-6/26	7/11/13	6/24/13	6/25/13	6/25/13	6/28/13	7/3 noon- 7/5	7/5/13
Inst 7 Curr	6/27-7/10	7/11/13	6/24/13	6/25/13	6/25/13	6/28/13	7/3 noon- 7/5	7/5/13
Admin 7 Lag	6/20-7/3	7/17/13	7/2/13	7/3/13	7/3/13	7/5/13	7/11 noon-7/12	7/12/13
Admin 8 Curr	7/4-7/17	7/17/13	7/2/13	7/3/13	7/3/13	7/5/13	7/11 noon-7/12	7/12/13
Inst 7 Lag	6/27-7/10	7/25/13	7/8/13	7/9/13	7/9/13	7/11/13	7/17/2013	7/18/2013 Until Noon
Inst 8 Curr	7/11 - 7/24	7/25/13	7/8/13	7/9/13	7/9/13	7/11/13	7/17/2013	7/18/2013 Until Noon
Admin 8 Lag	7/4-7/17	7/31/13	7/16/13	7/17/13	7/17/13	7/18/2013 Until Noon	7/25 noon-7/26	7/26/13
Admin 9 Curr	7/18-7/31	7/31/13	7/16/13	7/17/13	7/17/13	7/18/2013 Until Noon	7/25 noon-7/26	7/26/13
Inst 8 Lag	7/11-7/24	8/8/13	7/23/13	7/24/13	7/24/13	7/26/13	8/1 noon-8/2	8/2/13
Inst 9 Curr	7/25-8/7	8/8/13	7/23/13	7/24/13	7/24/13	7/26/13	8/1 noon-8/2	8/2/13
Admin 9 Lag	7/18-7/31	8/14/13	7/30/13	7/31/13	7/31/13	8/2/13	8/8 noon-8/9	8/9/13
Admin 10 Curr	8/1-8/14	8/14/13	7/30/13	7/31/13	7/31/13	8/2/13	8/8 noon-8/9	8/9/13
Inst 9 Lag	7/25-8/7	8/22/13	8/6/13	8/7/13	8/7/13	8/9/13	8/15 noon-8/16	8/16/13
Inst 10 Curr	8/8-8/21	8/22/13	8/6/13	8/7/13	8/7/13	8/9/13	8/15 noon-8/16	8/16/13
Admin 10 Lag	8/1-8/14	8/28/13	8/13/13	8/14/13	8/14/13	8/16/13	8/22 noon-8/23	8/23/13
Admin 11 Curr	8/15-8/28	8/28/13	8/13/13	8/14/13	8/14/13	8/16/13	8/22 noon-8/23	8/23/13
Inst 10 Lag	8/8-8/21	9/5/13	8/20/13	8/21/13	8/21/13	8/23/13	8/29 noon-8/30	8/30/13
Inst 11 Curr	8/22-9/4	9/5/13	8/20/13	8/21/13	8/21/13	8/23/13	8/29 noon-8/30	8/30/13

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Admin 11 Lag	8/15-8/28	9/11/13	8/26/13	8/27/13	8/27/13	8/30/13	9/5 noon-9/6	9/6/13
Admin 12 Curr	8/29-9/11	9/11/13	8/26/13	8/27/13	8/27/13	8/30/13	9/5 noon-9/6	9/6/13
Inst 11 Lag	8/22-9/4	9/19/13	9/3/13	9/4/13	9/4/13	9/6/13	9/12 noon-9/13	9/13/13
Inst 12 Curr	9/5-9/18	9/19/13	9/3/13	9/4/13	9/4/13	9/6/13	9/12 noon-9/13	9/13/13
Admin 12 Lag	8/29-9/11	9/25/13	9/10/13	9/11/13	9/11/13	9/13/13	9/19 noon-9/20	9/20/13
Admin 13 Curr	9/12-9/25	9/25/13	9/10/13	9/11/13	9/11/13	9/13/13	9/19 noon-9/20	9/20/13
Inst 12 Lag	9/5-9/18	10/3/13	9/17/13	9/18/13	9/18/13	9/20/13	9/26 noon-9/27	9/27/13
Inst 13 Curr	9/19-10/2	10/3/13	9/17/13	9/18/13	9/18/13	9/20/13	9/26 noon-9/27	9/27/13
Admin 13 Lag	9/12-9/25	10/9/13	9/24/13	9/25/13	9/25/13	9/27/13	10/3 noon-10/4	10/4/13
Admin 14 Curr	9/26-10/9	10/9/13	9/24/13	9/25/13	9/25/13	9/27/13	10/3 noon-10/4	10/4/13
Inst 13 Lag	9/19-10/2	10/17/13	10/1/13	10/2/13	10/2/13	10/4/13	10/10 noon-10/11	10/11/13
Inst 14 Curr	10/3-10/16	10/17/13	10/1/13	10/2/13	10/2/13	10/4/13	10/10 noon-10/11	10/11/13
Admin 14 Lag	9/26-10/9	10/23/13	10/7/13	10/8/13	10/8/13	10/11/13	10/17 noon-10/18	10/18/13
Admin 15 Curr	10/10-10/23	10/23/13	10/7/13	10/8/13	10/8/13	10/11/13	10/17 noon-10/18	10/18/13
Inst 14 Lag	10/3-10/16	10/31/13	10/15/13	10/16/13	10/16/13	10/18/13	10/24 noon-10/25	10/25/13
Inst 15 Curr	10/17-10/30	10/31/13	10/15/13	10/16/13	10/16/13	10/18/13	10/24 noon-10/25	10/25/13
Admin 15 Lag	10/10-10/23	11/6/13	10/22/13	10/23/13	10/23/13	10/25/13	10/31 noon-11/1	11/1/13
Admin 16 Curr	10/24-11/6	11/6/13	10/22/13	10/23/13	10/23/13	10/25/13	10/31 noon-11/1	11/1/13
Inst 15 Lag	10/17-10/30	11/14/13	10/29/13	10/30/13	10/30/13	11/1/13	11/7 noon-11/8	11/8/13
Inst 16 Curr	10/31-11/13	11/14/13	10/29/13	10/30/13	10/30/13	11/1/13	11/7 noon-11/8	11/8/13
Admin 16 Lag	10/24-11/6	11/20/13	11/4/13	11/5/13	11/5/13	11/8/13	11/14 noon-11/15	11/15/13
Admin 17 Curr	11/7-11/20	11/20/13	11/4/13	11/5/13	11/5/13	11/8/13	11/14 noon-11/15	11/15/13
Inst 16 Lag	10/31-11/13	11/27/13	11/12/13	11/13/13	11/13/13	11/15/13	11/21 noon-11/22	11/22/13
Inst 17 Curr	11/14-11/27	11/27/13	11/12/13	11/13/13	11/13/13	11/15/13	11/21 noon-11/22	11/22/13
Admin 17 Lag	11/7-11/20	12/4/13	11/18/13	11/19/13	11/19/13	11/22/13	11/27 noon-11/29	11/29/13
Admin 18 Curr	11/21-12/4	12/4/13	11/18/13	11/19/13	11/19/13	11/22/13	11/27 noon-11/29	11/29/13
Inst 17 Lag	11/14-11/27	12/12/13	11/26/13	11/27/13	11/27/13	11/29/13	12/5 noon-12/6	12/6/13
Inst 18 Curr	11/28-12/11	12/12/13	11/26/13	11/27/13	11/27/13	11/29/13	12/5 noon-12/6	12/6/13
Admin 18 Lag	11/21-12/4	12/18/13	12/3/13	12/4/13	12/4/13	12/6/13	12/12 noon-12/13	12/13/13
Admin 19 Curr	12/5-12/18	12/18/13	12/3/13	12/4/13	12/4/13	12/6/13	12/12 noon-12/13	12/13/13
Inst 18 Lag	11/28-12/11	12/26/13	12/10/13	12/11/13	12/11/13	12/13/13	12/19 noon-12/20	12/20/13
Inst 19 Curr	12/12-12/25	12/26/13	12/10/13	12/11/13	12/11/13	12/13/13	12/19 noon-12/20	12/20/13
Admin 19 Lag	12/5-12/18	12/31/13	12/16/13	12/17/13	12/17/13	12/20/13	12/26 noon-12/27	12/27/13
Admin 20 Curr	12/19-1/1	12/31/13	12/16/13	12/17/13	12/17/13	12/20/13	12/26 noon-12/27	12/27/13
Inst 19 Lag	12/12-12/25	1/9/14	12/23/13	12/24/13	12/24/13	12/27/13	1/2 noon-1/3	1/3/14
Inst 20 Curr	12/26-1/8	1/9/14	12/23/13	12/24/13	12/24/13	12/27/13	1/2 noon-1/3	1/3/14
Admin 20 Lag	12/19-1/1	1/15/14	12/30/13	12/31/13	12/31/13	1/3/14	1/9 noon-1/10	1/10/14
Admin 21 Curr	1/2-1/15	1/15/14	12/30/13	12/31/13	12/31/13	1/3/14	1/9 noon-1/10	1/10/14
Inst 20 Lag	12/26-1/8	1/23/14	1/7/14	1/8/14	1/8/14	1/10/14	1/16 noon-1/17	1/17/14

*Includes entries on Job Data, Job Action Request, Additional Pay, Contract Pay, General Comments.

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Inst 21 Curr	1/9-1/22	1/23/14	1/7/14	1/8/14	1/8/14	1/10/14	1/16 noon-1/17	1/17/14
Admin 21 Lag	1/2-1/15	1/29/14	1/13/14	1/14/14	1/14/14	1/17/14	1/23 noon-1/24	1/24/14
Admin 22 Curr	1/16-1/29	1/29/14	1/13/14	1/14/14	1/14/14	1/17/14	1/23 noon-1/24	1/24/14
Inst 21 Lag	1/9-1/22	2/6/14	1/21/14	1/22/14	1/22/14	1/24/14	1/30 noon-1/31	1/31/14
Inst 22 Curr	1/23-2/5	2/6/14	1/21/14	1/22/14	1/22/14	1/24/14	1/30 noon-1/31	1/31/14
Admin 22 Lag	1/16-1/29	2/12/14	1/28/14	1/29/14	1/29/14	1/31/14	2/6 noon-2/7	2/7/14
Admin 23 Curr	1/30-2/12	2/12/14	1/28/14	1/29/14	1/29/14	1/31/14	2/6 noon-2/7	2/7/14
Inst 22 Lag	1/23-2/5	2/20/14	2/4/14	2/5/14	2/5/14	2/7/14	2/13 noon-2/14	2/14/14
Inst 23 Curr	2/6-2/19	2/20/14	2/4/14	2/5/14	2/5/14	2/7/14	2/13 noon-2/14	2/14/14
Admin 23 Lag	1/30-2/12	2/26/14	2/10/14	2/11/14	2/11/14	2/14/14	2/20 noon-2/21	2/21/14
Admin 24 Curr	2/13-2/26	2/26/14	2/10/14	2/11/14	2/11/14	2/14/14	2/20 noon-2/21	2/21/14
Inst 23 Lag	2/6-2/19	3/6/14	2/18/14	2/19/14	2/19/14	2/21/14	2/27 noon-2/28	2/28/14
Inst 24 Curr	2/20-3/5	3/6/14	2/18/14	2/19/14	2/19/14	2/21/14	2/27 noon-2/28	2/28/14
Admin 24 Lag	2/13-2/26	3/12/14	2/25/14	2/26/14	2/26/14	2/28/14	3/6 noon-3/7	3/7/14
Admin 25 Curr	2/27-3/12	3/12/14	2/25/14	2/26/14	2/26/14	2/28/14	3/6 noon-3/7	3/7/14
Inst 24 Lag	2/20-3/5	3/20/14	3/4/14	3/5/14	3/5/14	3/7/14	3/13 noon-3/14	3/14/14
Inst 25 Curr	3/6-3/19	3/20/14	3/4/14	3/5/14	3/5/14	3/7/14	3/13 noon-3/14	3/14/14
Admin 25 Lag	2/27-3/12	3/26/14	3/11/14	3/12/14	3/12/14	3/14/14	3/20 noon-3/21	3/21/14
Admin 26 Curr	3/13-3/26	3/26/14	3/11/14	3/12/14	3/12/14	3/14/14	3/20 noon-3/21	3/21/14
Inst 25 Lag	3/6-3/19	4/3/14	3/18/14	3/19/14	3/19/14	3/21/14	3/27 noon-3/28	3/28/14
Inst 26 Curr	3/20-4/2	4/3/14	3/18/14	3/19/14	3/19/14	3/21/14	3/27 noon-3/28	3/28/14
Admin 26 Lag	3/13-3/26	4/9/14	3/25/14	3/26/14	3/26/14	3/28/14	4/3 noon-4/4	4/4/14
Admin 1 Curr	3/27 - 4/9	4/9/14	3/25/14	3/26/14	3/26/14	3/28/14	4/3 noon-4/4	4/4/14
Inst 26 Lag	3/20-4/2	4/17/14	4/1/14	4/2/14	4/2/14	4/4/14	4/10 noon-4/11	4/11/14