HUMAN RESOURCES/PAYROLL SERVICES
MONTHLY PAYROLL PROCESSING SCHEDULE
January 1, 2023 thru June 30, 2023

Posted to Website December 20, 2022

Pay Period		REGULAR						SUPPLEMENTAL		
	BNR ID	Paper ENPs EPAFs Ready to Apply by 4:00 PM	Leave Reports Due by 10:00 AM	Leave Approvals Due by NOON	Final Payroll to the State 3:00 PM	Regular Payday	BNR ID	Paper ENPs EPAFs Ready to Apply by 4:00 PM	Final Payroll to the State 3:00 PM	Supp'l Payday
Dec	JM12	12/9/2022	12/16/2022	12/16/2022	12/16/2022	12/21/2022	JX1	12/21/2022	1/5/2023	1/12/2023
Jan	JM1	1/13/2023	1/17/2023	1/17/2023	1/24/2023	1/31/2023	JX2	1/30/2023	2/6/2023	2/13/2023
Feb	JM2	2/15/2023	2/16/2023	2/16/2023	2/21/2023	2/28/2023	JX3	2/27/2023	3/6/2023	3/13/2023
Mar	JM3	3/15/2023	3/16/2023	3/16/2023	3/24/2023	3/31/2023	JX4	3/29/2023	4/5/2023	4/12/2023
Apr	JM4	4/14/2023	4/17/2023	4/17/2023	4/21/2023	4/28/2023	JX5	4/28/2023	5/5/2023	5/12/2023
May	JM5	5/15/2023	5/16/2023	5/16/2023	5/23/2023	5/31/2023	JX6	5/26/2023	6/5/2023	6/12/2023
Jun	JM6	6/15/2023	6/16/2023	6/16/2023	6/21/2023	6/30/2023	JX7	6/28/2023	7/5/2023	7/12/2023
Jul	JM7	7/14/2023	7/17/2023	7/17/2023	7/24/2023	7/31/2023	JX8	7/28/2023	8/3/2023	8/11/2023

Dates highlighted blue have been adjusted for holidays and weekends

This schedule supersedes all previous schedules. It is subject to change during holiday periods. If you have questions about payroll processing, please contact payroll.services@okstate.edu.

The earliest effective date for Board forms is Monday after the Board meeting.
If Board forms do not meet Payroll schedules, they will be processed the following month.
If you have questions about Board processing, please call Academic Affairs (405) 744-5627

    (a) **ENP**   Exception to Normal Pay (paper)
    (b) **EPAF** Electronic Personnel Action Form