

**HUMAN RESOURCES/PAYROLL SERVICES
MONTHLY PAYROLL PROCESSING SCHEDULE
July thru December 2021**

Posted to website 4/7/21

Pay Period	Paper ENPs EPAFs Ready to Apply by 5:00pm	Leave Reports Due by 10:00am	Leave Approvals Due by 12:00pm	Start Payroll Processing	Final Payroll in CORE	Regular Payday	Supp'l Payday
Jun Supp (JX7)	6/30/2021			7/1/2021	<u>7/2/2021</u>		7/12/2021
Jul	7/15/2021	7/16/2021	7/16/2021	7/19/2021	7/23/2021	<u>7/30/2021</u>	
Jul Supp (JX8)	7/30/2021			8/2/2021	8/5/2021		8/12/2021
Aug	8/13/2021	8/16/2021	8/16/2021	8/17/2021	8/24/2021	8/31/2021	
Aug Supp (JX9)	8/30/2021			8/31/2021	<u>9/2/2021</u>		<u>9/10/2021</u>
Sep	9/15/2021	9/16/2021	9/16/2021	9/17/2021	9/23/2021	9/30/2021	
Sep Supp (JX10)	9/30/2021			10/1/2021	<u>10/4/2021</u>		10/12/2021
Oct	10/15/2021	<u>10/18/2021</u>	<u>10/18/2021</u>	10/19/2021	10/22/2021	<u>10/29/2021</u>	
Oct Supp (JX11)	10/29/2021			11/1/2021	<u>11/4/2021</u>		11/12/2021
Nov	11/15/2021	11/16/2021	11/16/2021	11/17/2021	11/22/2021	11/30/2021	
Nov Supp (JX12)	11/30/2020			12/1/2021	12/3/2021		<u>12/10/2021</u>
Dec	<u>12/9/2021</u>	<u>12/10/2021</u>	<u>12/10/2021</u>	<u>12/13/2021</u>	<u>12/17/2021</u>	<u>12/22/2021</u>	
Dec Supp (JX1)	<u>12/22/2021</u>			<u>12/23/2021</u>	1/5/2022		1/12/2022

*** THESE DATES ARE EXCEPTIONS TO THE NORMAL SCHEDULE**

Estimated Time Monthly Nonexempt ("J" E-Class):

December 12-25 (2022 JB1)

Estimated Leave:

December 10-15

This schedule supersedes all previous schedules. It is subject to change during holiday periods, and the **December dates should not be considered final.**

If you have questions about payroll processing, please contact payroll.services@okstate.edu.