

2021 Bi-weekly Payroll Calendar

| | SUN | MON | TUE | WED | THU | FRI | SAT |
|----|--------|--------|--------|--------|--------|--------|--------|
| 1 | Dec-20 | Dec-21 | Dec-22 | Dec-23 | Dec-24 | Dec-25 | Dec-26 |
| | | | | | | ST | |
| 2 | Dec-27 | Dec-28 | Dec-29 | Dec-30 | Dec-31 | Jan-01 | Jan-02 |
| | | UC | UC | UC | UC | ST | |
| 3 | Jan-03 | Jan-04 | Jan-05 | Jan-06 | Jan-07 | Jan-08 | Jan-09 |
| | | TC 1 | | BK 1 | | PD 1 | |
| 4 | Jan-10 | Jan-11 | Jan-12 | Jan-13 | Jan-14 | Jan-15 | Jan-16 |
| | | PC 2 | | | | | |
| 5 | Jan-17 | Jan-18 | Jan-19 | Jan-20 | Jan-21 | Jan-22 | Jan-23 |
| | | TC 2 | | BK 2 | | PD 2 | |
| 6 | Jan-24 | Jan-25 | Jan-26 | Jan-27 | Jan-28 | Jan-29 | Jan-30 |
| | | PC 3 | | | | | |
| 7 | Jan-31 | Feb-01 | Feb-02 | Feb-03 | Feb-04 | Feb-05 | Feb-06 |
| | | TC 3 | | BK 3 | | PD 3 | |
| 8 | Feb-07 | Feb-08 | Feb-09 | Feb-10 | Feb-11 | Feb-12 | Feb-13 |
| | | PC 4 | | | | | |
| 9 | Feb-14 | Feb-15 | Feb-16 | Feb-17 | Feb-18 | Feb-19 | Feb-20 |
| | | ST | TC 4 | BK 4 | | PD 4 | |
| 10 | Feb-21 | Feb-22 | Feb-23 | Feb-24 | Feb-25 | Feb-26 | Feb-27 |
| | | PC 5 | | | | | |
| 11 | Feb-28 | Mar-01 | Mar-02 | Mar-03 | Mar-04 | Mar-05 | Mar-06 |
| | | TC 5 | | BK 5 | | PD 5 | |
| 12 | Mar-07 | Mar-08 | Mar-09 | Mar-10 | Mar-11 | Mar-12 | Mar-13 |
| | | PC 6 | | | | | |
| 13 | Mar-14 | Mar-15 | Mar-16 | Mar-17 | Mar-18 | Mar-19 | Mar-20 |
| | | TC 6 | | BK 6 | | PD 6 | |
| 14 | Mar-21 | Mar-22 | Mar-23 | Mar-24 | Mar-25 | Mar-26 | Mar-27 |
| | | PC 7 | | | | | |
| 15 | Mar-28 | Mar-29 | Mar-30 | Mar-31 | Apr-01 | Apr-02 | Apr-03 |
| | | TC 7 | BK 7 | | PD 7 | ST | |
| 16 | Apr-04 | Apr-05 | Apr-06 | Apr-07 | Apr-08 | Apr-09 | Apr-10 |
| | | PC 8 | | | | | |
| 17 | Apr-11 | Apr-12 | Apr-13 | Apr-14 | Apr-15 | Apr-16 | Apr-17 |
| | | TC 8 | | BK 8 | | PD 8 | |
| 18 | Apr-18 | Apr-19 | Apr-20 | Apr-21 | Apr-22 | Apr-23 | Apr-24 |
| | | PC 9 | | | | | |
| 19 | Apr-25 | Apr-26 | Apr-27 | Apr-28 | Apr-29 | Apr-30 | May-01 |
| | | TC 9 | | BK 9 | | PD 9 | |
| 20 | May-02 | May-03 | May-04 | May-05 | May-06 | May-07 | May-08 |
| | | PC 10 | | | | | |
| 21 | May-09 | May-10 | May-11 | May-12 | May-13 | May-14 | May-15 |
| | | TC 10 | | BK 10 | | PD 10 | |
| 22 | May-16 | May-17 | May-18 | May-19 | May-20 | May-21 | May-22 |
| | | PC 11 | | | | | |
| 23 | May-23 | May-24 | May-25 | May-26 | May-27 | May-28 | May-29 |
| | | ST | TC 11 | BK 11 | | PD 11 | |
| 24 | May-30 | May-31 | Jun-01 | Jun-02 | Jun-03 | Jun-04 | Jun-05 |
| | | PC 12 | | | | | |
| 25 | Jun-06 | Jun-07 | Jun-08 | Jun-09 | Jun-10 | Jun-11 | Jun-12 |
| | | TC 12 | | BK 12 | | PD 12 | |
| 26 | Jun-13 | Jun-14 | Jun-15 | Jun-16 | Jun-17 | Jun-18 | Jun-19 |
| | | PC 13 | | | | | |

| | SUN | MON | TUE | WED | THU | FRI | SAT |
|----|--------|--------|--------|--------|--------|--------|--------|
| 14 | Jun-20 | Jun-21 | Jun-22 | Jun-23 | Jun-24 | Jun-25 | Jun-26 |
| | | TC 13 | | BK 13 | | PD 13 | |
| 15 | Jun-27 | Jun-28 | Jun-29 | Jun-30 | Jul-01 | Jul-02 | Jul-03 |
| | | PC 14 | | | ST | | |
| 16 | Jul-04 | Jul-05 | Jul-06 | Jul-07 | Jul-08 | Jul-09 | Jul-10 |
| | | TC 14 | | BK 14 | | PD 14 | |
| 17 | Jul-11 | Jul-12 | Jul-13 | Jul-14 | Jul-15 | Jul-16 | Jul-17 |
| | | PC 15 | | | | | |
| 18 | Jul-18 | Jul-19 | Jul-20 | Jul-21 | Jul-22 | Jul-23 | Jul-24 |
| | | TC 15 | | BK 15 | | PD 15 | |
| 19 | Jul-25 | Jul-26 | Jul-27 | Jul-28 | Jul-29 | Jul-30 | Jul-31 |
| | | PC 16 | | | | | |
| 20 | Aug-01 | Aug-02 | Aug-03 | Aug-04 | Aug-05 | Aug-06 | Aug-07 |
| | | ST | TC 16 | BK 16 | | PD 16 | |
| 21 | Aug-08 | Aug-09 | Aug-10 | Aug-11 | Aug-12 | Aug-13 | Aug-14 |
| | | PC 17 | | | | | |
| 22 | Aug-15 | Aug-16 | Aug-17 | Aug-18 | Aug-19 | Aug-20 | Aug-21 |
| | | TC 17 | | BK 17 | | PD 17 | |
| 23 | Aug-22 | Aug-23 | Aug-24 | Aug-25 | Aug-26 | Aug-27 | Aug-28 |
| | | PC 18 | | | | | |
| 24 | Aug-29 | Aug-30 | Aug-31 | Sep-01 | Sep-02 | Sep-03 | Sep-04 |
| | | TC 18 | | BK 18 | | PD 18 | |
| 25 | Sep-05 | Sep-06 | Sep-07 | Sep-08 | Sep-09 | Sep-10 | Sep-11 |
| | | ST | PC 19 | | | | |
| 26 | Sep-12 | Sep-13 | Sep-14 | Sep-15 | Sep-16 | Sep-17 | Sep-18 |
| | | TC 19 | | BK 19 | | PD 19 | |
| 1 | Sep-19 | Sep-20 | Sep-21 | Sep-22 | Sep-23 | Sep-24 | Sep-25 |
| | | PC 20 | | | | | |
| 2 | Sep-26 | Sep-27 | Sep-28 | Sep-29 | Sep-30 | Oct-01 | Oct-02 |
| | | TC 20 | BK 20 | | ST | PD 20 | |
| 3 | Oct-03 | Oct-04 | Oct-05 | Oct-06 | Oct-07 | Oct-08 | Oct-09 |
| | | PC 21 | | | | | |
| 4 | Oct-10 | Oct-11 | Oct-12 | Oct-13 | Oct-14 | Oct-15 | Oct-16 |
| | | ST | TC 21 | BK 21 | | PD 21 | |
| 5 | Oct-17 | Oct-18 | Oct-19 | Oct-20 | Oct-21 | Oct-22 | Oct-23 |
| | | PC 22 | | | | | |
| 6 | Oct-24 | Oct-25 | Oct-26 | Oct-27 | Oct-28 | Oct-29 | Oct-30 |
| | | TC 22 | | BK 22 | | PD 22 | |
| 7 | Oct-31 | Nov-01 | Nov-02 | Nov-03 | Nov-04 | Nov-05 | Nov-06 |
| | | PC 23 | | | | | |
| 8 | Nov-07 | Nov-08 | Nov-09 | Nov-10 | Nov-11 | Nov-12 | Nov-13 |
| | | TC 23 | BK 23 | | ST | PD 23 | |
| 9 | Nov-14 | Nov-15 | Nov-16 | Nov-17 | Nov-18 | Nov-19 | Nov-20 |
| | | PC 24 | | | | | |
| 10 | Nov-21 | Nov-22 | Nov-23 | Nov-24 | Nov-25 | Nov-26 | Nov-27 |
| | | TC 24 | | BK 24 | | PD 24 | |
| 11 | Nov-28 | Nov-29 | Nov-30 | Dec-01 | Dec-02 | Dec-03 | Dec-04 |
| | | PC 25 | | | | | |
| 12 | Dec-05 | Dec-06 | Dec-07 | Dec-08 | Dec-09 | Dec-10 | Dec-11 |
| | | TC 25 | | BK 25 | | PD 25 | |
| 13 | Dec-12 | Dec-13 | Dec-14 | Dec-15 | Dec-16 | Dec-17 | Dec-18 |
| | | PC 26 | | | | | |
| 14 | Dec-19 | Dec-20 | Dec-21 | Dec-22 | Dec-23 | Dec-24 | Dec-25 |
| | | TC 26 | | BK 26 | PC 1 | PD 26 | |
| 15 | Dec-26 | Dec-27 | Dec-28 | Dec-29 | Dec-30 | Dec-31 | Jan-01 |
| | | ST | UC | UC | UC | UC | |
| 16 | Jan-02 | Jan-03 | Jan-04 | Jan-05 | Jan-06 | Jan-07 | Jan-08 |
| | | ST | | | | | |
| 17 | Jan-09 | Jan-10 | Jan-11 | Jan-12 | Jan-13 | Jan-14 | Jan-15 |
| | | | | | | | |

The alternating white and grey bands represent the different pay periods. The pay period number is displayed in the left or right margin. The coloured boxes are payroll deadlines or holidays. In each coloured box is a code to specify the what deadline or holiday occurs that day. The legend of codes is below. The number following the code is the pay period that deadline relates to.

LEGEND:

| | | | |
|-----------|--|-----------|-------------------|
| PC | Hire Workflows Completed Up to Supervisor Approval | PD | Pay Day |
| TC | Time Card Approval Due | ST | Statutory Holiday |
| TC | Time Card Approval Due AT NOON! | UC | University Closed |
| BK | Send Payroll To Bank | | |