



\$ Direct Deposit Posting Date
 * Leave Usage Entered Online by Midnight
 ^ Staff Hourly, Overtime, Shift Differential and ISA Hours Entered Online by Midnight
 ▲ Last Day to Approve Staff/Faculty Leave and Pay, ISA and Student Payroll Online
 ~ Special Pay Request, Late Staff Hourly, Late Student and Late ISA Time Sheets Due in Payroll
 ! Deadline to submit employment actions to HR and AP
 Changes received after this date may result in an inaccurate/late paycheck and deductions (including benefits)

Student Assistant Hours Entered Online by Midnight +
 Staff Hourly, Student, ISA, Overtime and Shift Differential Payday, 3 p.m. ●
 Deadline for reporting DOCKS and Withholding Changes %
 Changes received after this date may cause an inaccurate paycheck #
 Initial Master Payroll Certification (MPC) #
 Special Pay (i.e. SC101), Late Staff Hourly, Late Student and Late ISA Payday ?
 Final Master Payroll Certification (MPC) ?
 Faculty/Staff Payday, 3 p.m. ○
 Academic Holiday (Campus Open) ◻
 Holiday (Campus Closed) ◻
 Campus Closed - holiday - Employee leave credits must be used ◻

July 2021							AY21	Days 22
S	M	T	W	T	F	S		
				\$ 1 *	2	3		
4	5	6 ▲	7	8	9	10		
11	12	13	14	~ 15 ●	16	17		
18	19 %	20 #	21 #	22	23	24		
25	26 ○	27	28	29 ?	(30)	31 ^		

September 2021							AY14	Days 22
S	M	T	W	T	F	S		
			\$ 1 *	2	3 ▲	4		
5	6	7	8	9	10	11		
12	13	14	~ 15 ●	16	17 %	18		
19	20 #	21 #	22	23	24 ○	25		
26	27	28	29 ?	(30)				

November 2021							AY16	Days 22
S	M	T	W	T	F	S		
		\$ 2 *	3	4 ▲	5	6		
7	8	9	10 !	11	12	13		
14	~ 15 ●	16 #	17 #	18	19	20		
21	22	23	24 ○	25	26	27		
28	29	30 ?	(1)					

August 2021							AY25	Days 22
S	M	T	W	T	F	S		
1	\$ 2 *	3	4 ▲	5	6	7		
8	9	10	11	12	13	14		
15	~ 16 ●	17	18 %	19 #	20 #	21		
22	23	24	25 ○	26	27	28		
29	30 ?	(31)						

October 2021							AY22	Days 22
S	M	T	W	T	F	S		
					\$ 1 *	2		
3	4	5 ▲	6	7	8	9		
10	11	12	13	14 !	~ 15 ●	16		
17	18 %	19 #	20 #	21	22	23		
24	31	25 ○	(1)	26	27	28	29 ?	30

December 2021							AY10	Days 22
S	M	T	W	T	F	S		
				\$ 2 *	3	4		
5	6 ▲	7	8	9	10	11		
12	13	14	~ 15 ●	16	17 %	18		
19	20 #	21 #	22	23 ○	24	25		
26	27	28	29	30 ?	(31)			

Holidays for 2021

Independence Day observed.....Monday, July 5
 Labor DayMonday, September 6
 Veteran's DayThursday, November 11
 Academic HolidayMonday, November 23 - Sunday, November 29
 Thanksgiving DayThursday, November 25
 Lincoln's Birthday observedFriday, November 26
 Christmas Day observed.....Friday, December 24
 Washington's Birthday observedMonday, December 27
 California Admission Day observedTuesday, December 28
 Indigenous Peoples' Day observedWednesday, December 29
 Campus ClosedThursday, December 30
 New Year's Day, 2022 observed.....Friday, December 31

Academic Quarters

Summer QuarterJune 21 - September 3 (49 days)
 Fall QuarterSeptember 13 - December 14 (62 days)
 Winter Quarter 2022.....January 3 - March 21 (54 days)
 Spring Quarter 2022.....March 28 - June 11 (54 days)

Summary of revisions:

-Fall quarter begin and end dates changed
 -September and December AY days changed
 -Total fall quarter days changed from 63 to 62 days
 -Winter quarter end date changed
 -Total winter quarter days changed from 53 to 54 days