



- § 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
- ~ Academic Weekend Workday
- 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 2022							AY 21	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		

August 2022							AY 24	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 ^					

September 2022							AY 15	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 ?	③① ^			

October 2022							AY 21	Days 21
S	M	T	W	T	F	S		
						1		
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9	10	11	12	13	14 !	15		
16	17	18 %	19 #	20 #	21	22		
23 30	24 ③① ^	25 ()	26	27	28 ?	29		

November 2022							AY 16	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 ?	③① ^					

December 2022							AY 9	Days 22
S	M	T	W	T	F	S		
				\$ 1 * +	2	3		
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11	12	13 !	14	15 ●	16 #	17		
18	19 #	20	21	22	23 ()	24		
25	26	27	28	29 ?	③①	31 ^		

Holidays for 2022

- Independence Day observed.....Monday, July 4
- Labor DayMonday, September 5
- Veteran's DayFriday, November 11
- Academic HolidayMonday, November 21 - Wednesday, November 23
- Thanksgiving DayThursday, November 24
- Lincoln's Birthday observedFriday, November 25
- Christmas Day observed.....Monday, December 26
- Washington's Birthday observedTuesday, December 27
- California Admission Day observedWednesday, December 28
- Indigenous Peoples' Day observedThursday, December 29
- Campus ClosedFriday, December 30
- New Year's Day 2023 observed.....Monday, January 2

Academic Quarters

- Summer QuarterJune 20 - September 2 (49 days)
- Fall QuarterSeptember 12 - December 12 (61 days)
- Winter Quarter 2023.....January 9 - March 27 (54 days)
- Spring Quarter 2023.....April 3 - June 17 (55 days)