Payroll Calendar
July - December 2024

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 - Not a holiday - Employee leave credits must be used

Holidays for 2024
Independence Day ....................................................... Thursday, July 4
Labor Day .................................................................Monday, September 2
Veteran’s Day ...............................................................Monday, November 11
Academic Holiday ........................................ Monday, November 27
Thanksgiving Day ................................................... Thursday, November 28
Lincoln’s Birthday observed ......................................Friday, November 29
Christmas Day .........................................................Wednesday, December 25
Washington’s Birthday observed .............................Thursday, December 26
California Admission Day observed .............................Friday, December 27

Indigenous Peoples’ Day observed .............................Monday, December 30