

**The Catholic University of America
Payroll Schedule
Calendar Year 2017**

Payroll #	Payroll Cycle	Pay Period	Semi-Monthly Time Sheet Date Due	Monthly Leave Report Due Date	Payroll "Sheeted" in PeopleSoft	HR - Employee Data (i.e. salary or contract changes & EDFs) Due Date	Pay Date	Deposit Submission
January								
1	Semi-Monthly	12/16 - 12/31	1/3/2017		12/20/2016	12/19/2016	1/10/2017	1/5/2017
2	Semi-Monthly	01/01 - 01/15	1/17/2017		1/12/2017	1/11/2017	1/25/2017	1/19/2017
3	Monthly	January 2017		2/3/2017	1/19/2017	1/17/2017	1/31/2017	1/26/2017
February								
4	Semi-Monthly	01/16 - 01/31	2/1/2017		2/1/2017	1/30/2017	2/10/2017	2/7/2017
5	Semi-Monthly	02/01 - 02/15	2/16/2017		2/14/2017	2/14/2017	2/24/2017	2/21/2017
6	Monthly	February 2017		3/3/2017	2/17/2017	2/15/2017	2/28/2017	2/23/2017
March								
7	Semi-Monthly	02/16 - 02/28	3/1/2017		2/28/2017	2/27/2017	3/10/2017	3/7/2017
8	Semi-Monthly	03/01 - 03/15	3/16/2017		3/15/2017	3/13/2017	3/24/2017	3/21/2017
9	Monthly	March 2017		4/5/2017	3/22/2017	3/15/2016	3/31/2017	3/28/2017
April								
10	Semi-Monthly	03/16 - 03/31	4/3/2017		3/30/2017	3/28/2017	4/10/2017	4/5/2017
11	Semi-Monthly	04/01 - 04/15	* 4/18/2017		4/10/2017	4/6/2017	4/25/2017	4/20/2017
12	Monthly	April 2017		* 4/15/2017	4/12/2017	4/10/2017	4/28/2017	4/25/2017
* (due early for fiscal year-end)								
May								
13	Semi-Monthly	04/16 - 04/30	5/1/2017		4/28/2017	4/28/2017	5/10/2017	5/5/2017
14	Semi-Monthly	05/01 - 05/15	5/16/2017		5/16/2017	5/15/2017	5/25/2017	5/22/2017
15	Monthly	May 2017		6/5/2017	5/19/2017	5/18/2017	5/31/2017	5/25/2017
June								
16	Semi-Monthly	05/16 - 05/31	6/1/2017		5/31/2017	5/26/2017	6/9/2017	6/6/2017
17	Semi-Monthly	06/01 - 06/15	6/16/2017		6/14/2017	6/13/2017	6/23/2017	6/20/2017
18	Monthly	June 2017		7/5/2017	6/21/2017	6/19/2017	6/30/2017	6/27/2017
July								
19	Semi-Monthly	06/16 - 06/30	7/3/2017		6/29/2017	6/27/2017	7/10/2017	7/5/2017
20	Semi-Monthly	07/01 - 07/15	7/17/2017		7/14/2017	7/12/2017	7/25/2017	7/20/2017
21	Monthly	July 2017		8/3/2017	7/20/2017	7/19/2017	7/31/2017	7/26/2017
August								
22	Semi-Monthly	07/16 - 07/31	8/1/2017		7/31/2017	7/28/2017	8/10/2017	8/7/2017
23	Semi-Monthly	08/01 - 08/15	8/16/2017		8/15/2017	8/11/2017	8/25/2017	8/22/2017
24	Monthly	August 2017		* 8/16/2017	8/22/2017	8/17/2017	8/31/2017	8/28/2017
* (due early for fiscal year-end)								
September								
25	Semi-Monthly	08/16 - 08/31	9/1/2017		8/29/2017	8/25/2017	9/8/2017	9/5/2017
26	Semi-Monthly	09/01 - 09/15	9/18/2017		9/14/2017	9/12/2017	9/25/2017	9/20/2017
27	Monthly	September 2017		10/4/2017	9/21/2017	9/18/2017	9/29/2017	9/26/2017
October								
28	Semi-Monthly	09/16 - 09/30	10/2/2017		9/28/2017	9/26/2017	10/10/2017	10/4/2017
29	Semi-Monthly	10/01 - 10/15	10/16/2017		10/13/2017	10/13/2017	10/25/2017	10/20/2017
30	Monthly	October 2017		11/3/2017	10/20/2017	10/18/2017	10/31/2017	10/26/2017
November								
31	Semi-Monthly	10/16 - 10/31	11/1/2017		10/31/2017	10/27/2017	11/9/2017	11/6/2017
32	Semi-Monthly	11/01 - 11/15	11/16/2017		11/14/2017	11/13/2017	11/24/2017	11/20/2017
33	Monthly	November 2017		12/5/2017	11/17/2017	11/15/2017	11/30/2017	11/27/2017
December								
34	Semi-Monthly	11/16 - 11/30	12/1/2017		11/29/2017	11/27/2017	12/8/2017	12/5/2017
35	Semi-Monthly	12/01 - 12/15	12/15/2017		12/12/2017	12/8/2017	TBD	TBD
37	Monthly	December 2017		1/3/2018	12/11/2017	12/12/2017	TBD	TBD

All dates are subject to change based on the 2017 CUA holiday schedule. Where dates fall will determine whether changes are required to facilitate adequate processing time.

For questions, please call Payroll at x5512

Created: February 3, 2017