|  | **August 2016 – UNIVERSITY OF COLORADO SYSTEM** | | | | |  |
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| **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat/Sun** |
| 1 | 2  OC072816 uploads due 5 pm | 3  OC072816 process begins 10 am | 4  BW uploads due 5pm | 5  Processing BW PPE 07/30/16  **OC072816 PAYDAY** | 6 |
| 7 |
| 8  Run Payroll Register  BW PPE 07/30/16 | 9  OC080416 uploads due 5 pm | 10  PULL DEADLINE 10 AM:   * BW 07/30/16   OC080416 process begins 10 am | 11 | 12  **BW 07/30/16 PAYDAY**  **OC080416 PAYDAY** | 13 BW PPE 8/13/16  Earn dates 7/31-8/13 |
| 14 |
| 15 | 16  OC081116 uploads due 5 pm | 17  OC081116 process begins 10 am | 18  BW uploads due 5pm | 19  Processing BW PPE 08/13/16  **OC081116 PAYDAY**  MON uploads due 5pm  Processing MON PPE 08/31/16 | 20 |
| 21 |
| 22  Run Payroll Register  BW PPE 08/13/16  Processing MON PPE 08/31/16 | 23  Processing MON PPE 08/31/16 | 24  PULL DEADLINE 10 AM:   * BW 08/13/16   Processing MON PPE 08/31/16  OC081816 uploads due 5 pm | 25  OC081816 process begins 8am  Run Payroll Register  MON PPE 08/31/16 | 26  **BW 08/13/16 PAYDAY**  **OC081816 PAYDAY** | 27 BW PPE 8/27/16  Earn dates 8/14-8/27 |
| 28 |
| 29  PULL DEADLINE 10 AM:   * MON 08/31/16 | 30  OC082516 uploads due 5 pm | 31  **MON 08/31/16 PAYDAY**  OC082516 process begins 10 am | Notes: | | |

|  | **September 2016 – UNIVERSITY OF COLORADO SYSTEM** | | | | |  |
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| **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat/Sun** |
|  |  |  | 1  BW uploads due 5pm | 2  Processing BW PPE 08/27/16  **OC082516 PAYDAY** | 3 |
| 4 |
| 5 ***Labor Day***  *ALL CAMPUSES CLOSED*  *(bank holiday)* | 6  Run Payroll Register  BW PPE 08/27/16  OC090116 uploads due 5pm | 7  PULL DEADLINE 10 AM:   * BW 8/27/16   OC090116 process begins 10 am | 8 | 9  **OC090116 PAYDAY**  **BW082716 PAYDAY** | 10 BW PPE 9/10/16  Earn dates 8/28-9/10 |
| 11 |
| 12 | 13  OC090816 uploads due 5pm | 14  OC090816 process begins 10 am | 15  BW uploads due 5pm | 16  Processing BW PPE 09/10/16  **OC090816 PAYDAY** | 17 |
| 18 |
| 19  Run Payroll Register  BW PPE 09/10/16  OC091516 uploads due 5pm | 20  OC091516 process begins 10 am  MON uploads due 5pm  Processing MON PPE 09/30/16 | 21  PULL DEADLINE 10 AM:   * BW 9/10/16   Processing MON PPE 09/30/16 | 22  Processing MON PPE 09/30/16 | 23  Run Payroll Register  MON PPE 09/30/16  **OC091516 PAYDAY**  **BW 091016 PAYDAY** | 24 BW PPE 9/24/16  Earn dates 9/11-9/24 |
| 25 |
| 26 | 27  OC092216 uploads due 5pm | 28  OC092216 process begins 10 am  PULL DEADLINE 10 AM:   * MON 09/30/16 | 29  BW uploads due 5pm | 30  Processing BW PPE 09/24/16  **MON 09/30/16 PAYDAY**  **OC092216 PAYDAY** | Notes: |

|  | **October 2016 – UNIVERSITY OF COLORADO SYSTEM** | | | | |  |
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| **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat/Sun** |
|  |  |  |  |  | 1 |
| 2 |
| 3  Run Payroll Register  BW PPE 09/24/16 | 4  OC092916 uploads due 5pm | 5  OC092916 process begins 10 am  PULL DEADLINE 10 AM:   * BW 09/29/16 | 6 | 7  **OC092916 PAYDAY**  **BW 09/24/16 PAYDAY** | 8 BW PPE 10/08/16  Earn dates 9/25-10/8 |
| 9 |
| 10 *(bank holiday)* | 11  OC0100616 uploads due 5pm | 12  OC100616 process begins 10 am | 13  BW uploads due 5pm | 14  Processing BW PPE 10/08/16  **OC100616 PAYDAY** | 15 |
| 16 |
| 17  Run Payroll Register  BW PPE 10/08/16 | 18  OC0101316 uploads due 5pm | 19  OC101316 process begins 10 am  PULL DEADLINE 10 AM:   * BW 10/08/16   MON uploads due 5pm  Processing MON PPE 10/31/16 | 20  Processing MON PPE 10/31/16 | 21  Processing MON PPE 10/31/16  **OC101316 PAYDAY**  **BW 10/08/16 PAYDAY** | 22 BW PPE 10/22/16  Earn dates 10/9-10/22 |
| 23 |
| 24  Run Payroll Register  MON PPE 10/31/16 | 25  OC0102016 uploads due 5pm | 26  OC102016 process begins 10 am | 27  PULL DEADLINE 10 AM:   * MON 10/31/16   BW uploads due 5pm | 28  Processing BW PPE 10/22/16  **OC102016 PAYDAY** | 29 |
| 30 |
| 31  **MON 10/31/16 PAYDAY**  Run Payroll Register  BW PPE 10/22/16 | Notes: | | | | |

|  | **November 2016 – UNIVERSITY OF COLORADO SYSTEM** | | | | |  |
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| **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat/Sun** |
|  | 1  OC0102716 uploads due 5pm | 2  OC102716 process begins 10 am  PULL DEADLINE 10 AM:   * BW 10/22/16 | 3 | 4  **OC102716 PAYDAY**  **BW 10/22/16 PAYDAY** | 5 BW PPE 11/05/16  Earn dates 10/23-11/05 |
| 6 |
| 7 | 8  OC0110316 uploads due 5pm | 9  OC110316 process begins 10 am | 10  **OC110316 PAYDAY**  BW uploads due 5pm | 11  Processing BW PPE 11/05/16  *(bank holiday)* | 12 |
| 13 |
| 14 | 15  OC0111016 uploads due 5pm | 16  OC111016 process begins 10 am  PULL DEADLINE 10 AM:   * BW 11/05/16 | 17  MON uploads due 5pm  Processing MON PPE 11/30/16 | 18  **OC111016 PAYDAY**  **BW 11/05/16 PAYDAY**  Processing MON PPE 11/30/16 | 19 BW PPE 11/19/16  Earn dates 11/06-11/19 |
| 20 |
| 21  Processing MON PPE 11/30/16 | 22  Run Payroll Register  MON PPE 11/30/16  OC0111716 uploads due 5pm | 23  OC111716 process begins 10 am  BW uploads due 5pm | 24 ***Thanksgiving Day***  *ALL CAMPUSES CLOSED*  *( bank holiday)* | 25 ***Day after Thanksgiving***  *UCB, UCCS & SYS closed*  *UCD closure:*  *Administrative Units- - OPEN*  AMC School/Colleges- - CLOSED  DDC Schools/Colleges – OPEN  *(not a bank holiday)*  **OC111716 PAYDAY** | 26 |
| 27 |
| 28  Processing BW PPE 11/19/16  PULL DEADLINE 10 AM:   * MON 11/30/16 | 29  Run Payroll Register  BW PPE 11/19/16  OC0112416 uploads due 5pm | 30  OC112416 process begins 10 am  **MON 11/30/16 PAYDAY**  PULL DEADLINE 10 AM:   * BW 11/19/16 | Notes: | | |

|  | **December 2016 & Calendar Year-End – UNIVERSITY OF COLORADO SYSTEM** | | | | |  |
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| **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat/Sun** |
|  |  |  | 1 | 2  **OC112716 PAYDAY**  **BW 11/19/16 PAYDAY** | 3 BW PPE 12/03/16  Earn dates 11/20-12/03 |
| 4 |
| 5 | 6  OC120116 uploads due 5pm | 7  OC120116 process begins 10 am | 8  BW uploads due 5pm | 9  Processing BW PPE 12/03/16  **OC120116 PAYDAY** | 10 |
| 11 |
| 12  Run Payroll Register  BW PPE 12/03/16 | 13  OC120816 uploads due 5pm | 14  OC120816 process begins 10 am  PULL DEADLINE 10 AM:   * BW 12/03/16 | 15 | 16  **OC120816 PAYDAY**  **BW 12/03/16 PAYDAY** | 17 BW PPE 12/17/16  Earn dates 12/04-12/17 |
| 18 |
| 19 OC121516 uploads due 8am  OC121516 process begins 10 am  MON uploads due 5pm  Processing MON PPE 12/31/16 | 20  Processing MON PPE 12/31/16 | 21  Processing MON PPE 12/31/16  BW uploads due 5pm | 22  Processing BW PPE 12/17/16  Run Payroll Register  MON PPE 12/31/16 | 23 ***Christmas Holiday***  *ALL CAMPUSES CLOSED*  *(not a bank holiday)*  **OC121516 PAYDAY** | 24 |
| 25 |
| 26 ***Christmas Holiday***  *ALL CAMPUSES CLOSED*  *(bank holiday)* | 27 *UCD closure:*  *Administrative Units- - OPEN*  DDC School/Colleges- - CLOSED  AMC Schools/Colleges – OPEN  Run Payroll Register  BW PPE 12/17/16  OC122216\* uploads due 5pm  **\*Last OC of 2016** | 28 *UCD closure:*  *Administrative Units- - OPEN*  DDC School/Colleges- - CLOSED  AMC Schools/Colleges – OPEN  OC122216\* process begins 10 am  PULL DEADLINE 10 AM:   * BW 12/17/16 * MON 12/31/16   **\*Last OC of 2016** | 29 *UCD closure:*  *Administrative Units- - OPEN*  DDC School/Colleges- - CLOSED  AMC Schools/Colleges – OPEN  **9 am: Year-end Handdrawn request submission deadline** | 30 ***New Year Holiday***  *UCCS, UCD, AMC, SYS closed*  *(not a bank holiday)*  **MON 12/31/16 PAYDAY**  **BW 12/17/16 PAYDAY**  **OC122216 PAYDAY** | 31 BW PPE 12/30/16  Earn dates 12/18-12/31  *(bank holiday)* |
| Jan 1 |

|  | **January 2017 – UNIVERSITY OF COLORADO SYSTEM** | | | | |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat/Sun** |
| 2 ***New Year Holiday***  *UCCS, SYS closed*  *(bank holiday)* | 3  CYE 2016: ES USE ONLY – NO PAY  OC010117 opens after CYE 2016 processes | 4  OC010117\* uploads due 10am  OC010117 process begins noon  \* First OC of 2017 | 5  BW uploads due 5pm | 6  Processing BW PPE 12/30/16  **OC010117 PAYDAY** | 7 |
| 8 |
| 9  Run Payroll Register  BW PPE 12/30/16 | 10  OC010517 uploads due 5pm | 11  OC010517 process begins 10am  PULL DEADLINE 10 AM:   * BW 12/30/16 | 12 | 13  **OC010517 PAYDAY**  **BW 12/30/16 PAYDAY** | 14 BW PPE 01/14/17  Earn dates 01/01-01/14 |
| 15 |
| 16 ***MLK Holiday***  *UCB, UCCS & SYS closed*  *UCD closures:*   * *Admin units OPEN* * *AMC Schools CLOSED* * *DDC schools OPEN*   *(bank holiday)* | 17  OC011217 uploads due 5pm | 18  OC011217 process begins 10am  BW uploads due 5pm | 19  Processing BW PPE 01/14/17  MON uploads due 5pm  Processing MON PPE 01/31/17 | 20  **OC011217 PAYDAY**  Processing MON PPE 01/31/17  Run Payroll Register  BW PPE 01/14/17 | 21 |
| 22 |
| 23  Processing MON PPE 01/31/17 | 24  Run Payroll Register  MON PPE 01/31/17  OC011917 uploads due 5pm | 25  OC011917 process begins 10am  PULL DEADLINE 10 AM:   * BW 01/14/17 | 26 | 27  **OC011917 PAYDAY**  **BW 01/14/17 PAYDAY**  PULL DEADLINE 10 AM:   * MON 01/31/17 | 28 BW PPE 01/28/17  Earn dates 01/15-01/28 |
| 29 |
| 30 | 31  **MON 01/31/17 PAYDAY**  OC012617 uploads due 5pm | Notes: | | | |