January 2017 – UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat/Sun
2 *New Year Holiday* *UCB, 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:**			

Revised 06/06/17-2

February 2017 – UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat/Sun
		1 OC012617 process begins 10am	**2** BW uploads due 5pm	**3** Processing BW PPE 01/28/17 **OC012617 PAYDAY**	**4** **5**
6 Run Payroll Register BW PPE 01/28/17	**7** OC020217 uploads due 5pm	**8** OC020217 process begins 10am PULL DEADLINE 10 AM: BW 01/28/17	**9**	**10** **OC020217 PAYDAY** **BW 01/28/17 PAYDAY**	**11** BW PPE 02/11/17 Earn dates 01/29-02/11 **12**
13	**14** OC020917 uploads due 5pm	**15** OC020917 process begins 10am BW uploads due 5pm	**16** Processing BW PPE 02/11/17 MON uploads due 5pm Processing MON PPE 02/28/17	**17** Processing MON PPE 02/28/17 **OC020917 PAYDAY** Run Payroll Register BW PPE 02/11/17	**18** **19**
20 *President's Day* *AMC campus closed* *(bank holiday)* Processing MON PPE 02/28/17	**21** Run Payroll Register MON PPE 02/28/17 OC021617 uploads due 5pm	**22** OC021617 process begins 10am PULL DEADLINE 10 AM: BW 02/11/17	**23**	**24** PULL DEADLINE 10 AM: MON 02/28/17 **OC021617 PAYDAY** **BW 02/11/17 PAYDAY**	**25** BW PPE 02/25/17 Earn dates 02/12-02/25 **26**
27	**28** **MON 02/28/17 PAYDAY** OC022317 uploads due 5pm	Notes:			

Revised 06/06/17-2

March 2017 - – UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat/Sun
		1 OC022317 process begins 10am	**2** BW uploads due 5pm	**3** Processing BW PPE 02/25/17 **OC022317 PAYDAY**	**4**
					5
6 Run Payroll Register BW PPE 02/25/17	**7** OC030217 uploads due 5pm	**8** PULL DEADLINE 10 AM: BW 02/25/17 OC030217 process begins 10am	**9**	**10** **OC030217 PAYDAY** **BW 02/25/17 PAYDAY**	**11** BW PPE 03/11/17 Earn dates 02/26-03/11
					12
13	**14** OC030917 uploads due 5pm	**15** OC030917 process begins 10am	**16** BW uploads due 5pm	**17** Processing BW PPE 03/11/17 **OC030917 PAYDAY**	**18**
					19
20 Run Payroll Register BW PPE 03/11/17 OC031617 uploads due 5pm	**21** OC031617 process begins 10am MON uploads due 5pm Processing MON PPE 03/31/17	**22** Processing MON PPE 03/31/17 PULL DEADLINE 10 AM: BW 03/11/17	**23** Processing MON PPE 03/31/17	**24** Run Payroll Register MON PPE 03/31/17 **OC031617 PAYDAY** **BW 03/11/17 PAYDAY**	**25** BW PPE 03/25/17 Earn dates 03/12-03/25
					26
27	**28** OC032317 uploads due 5pm	**29** PULL DEADLINE 10 AM: MON 03/31/17 OC032317 process begins 10am	**30** BW uploads due 5pm	**31** *UCB closed (Spr Break)* Processing BW PPE 03/25/17 **OC032317 PAYDAY** **MON 03/31/17 PAYDAY**	**Notes:**

Revised 06/06/17-2

April 2017– UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat
					1
					2
3 Run Payroll Register BW PPE 03/25/17	**4** OC033017 uploads due 5pm	**5** PULL DEADLINE 10 AM: BW 03/25/17 OC033017 process begins 10am	**6**	**7** OC033017 PAYDAY BW 03/25/17 PAYDAY	**8** BW PPE 04/08/17 Earn dates 03/26-04/08
					9
10	**11** OC040617 uploads due 5pm	**12** OC040617 process begins 10am	**13** BW uploads due 5pm	**14** Processing BW PPE 04/08/17 OC040617 PAYDAY	**15**
					16
17 Run Payroll Register BW PPE 04/08/17 OC041317 uploads due 5pm	**18** OC041317 process begins 10am MON uploads due 5pm Processing MON PPE 04/30/17	**19** Processing MON PPE 04/30/17 PULL DEADLINE 10 AM: BW 04/08/17	**20** Processing MON PPE 04/30/17	**21** Run Payroll Register MON PPE 04/30/17 OC041317 PAYDAY BW 04/08/17 PAYDAY	**22** BW PPE 04/22/17 Earn dates 04/09-04/22
					23
24	**25** OC042017 uploads due 5pm	**26** PULL DEADLINE 10 AM: MON 04/30/17 OC042017 process begins 10am	**27** BW uploads due 5pm	**28** OC042017 PAYDAY MON 04/30/17 PAYDAY Processing BW PPE 04/22/17	**29**
					30

Notes:

Revised 06/06/17-2

May 2017– UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat
1 Run Payroll Register BW PPE 04/22/17	**2** OC042717 uploads due 5pm	**3** PULL DEADLINE 10 AM: BW 04/22/17 — OC042717 process begins 10am	**4**	**5** OC042717 PAYDAY BW 04/22/17 PAYDAY	**6** BW PPE 05/06/17 Earn dates 04/23-05/06 / **7**
8	**9** OC050417 uploads due 5pm	**10** OC050417 process begins 10am	**11** BW uploads due 5pm	**12** Processing BW PPE 05/06/17 OC050417 PAYDAY	**13** / **14**
15 Run Payroll Register BW PPE 05/06/17	**16** OC051117 uploads due 5pm	**17** PULL DEADLINE 10 AM: BW 05/06/17 — OC051117 process begins 10am	**18**	**19** MON uploads due 5pm Processing MON PPE 05/31/17 OC051117 PAYDAY BW 05/06/17 PAYDAY	**20** BW PPE 05/20/17 Earn dates 05/07-05/20 / **21**
22 Processing MON PPE 05/31/17	**23** Processing MON PPE 05/31/17 — OC051817 uploads due 5pm	**24** Run Payroll Register MON PPE 05/31/17 — OC051817 process begins 10am	**25** BW uploads due 5pm	**26** OC051817 PAYDAY PULL DEADLINE 10 AM: MON 05/31/17 — Processing BW PPE 05/20/17	**27** / **28**
29 *Memorial Day All Campuses closed (bank holiday)*	**30** Run Payroll Register BW PPE 05/20/17 — OC052517 uploads due 5pm	**31** MON 05/31/17 PAYDAY PULL DEADLINE 10 AM: BW 05/20/17 — OC052517 process begins 10am	Notes:		

June 2017– UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat
			1	**2** **OC052517 PAYDAY** **BW 05/20/17 PAYDAY**	**3** BW PPE 06/03/17 Earn dates 05/21-06/03 **4**
5	**6** OC060117 uploads due 5pm	**7** OC060117 process begins 10am	**8** BW uploads due 5pm	**9** Processing BW PPE 06/03/17 **OC060117 PAYDAY**	**10** **11**
12 Run Payroll Register BW PPE 06/03/17	**13** OC060817 uploads due 5pm	**14** OC060817 process begins 10am PULL DEADLINE 10 AM: BW 06/03/17	**15**	**16** **OC060817 PAYDAY** **BW 06/03/17 PAYDAY**	**17** BW PPE 06/17/17 Earn dates 06/04-06/17 **18**
19	**20** OC061517 uploads due 5pm	**21** OC061517 process begins 10am MON uploads due 5pm Processing MON PPE 06/30/17	**22** Processing MON PPE 06/30/17	**23** **OC061517 PAYDAY** Processing MON PPE 06/30/17 BW uploads due 5pm	**24** **25**
26 Processing BW PPE 06/17/17 Run Payroll Register MON PPE 06/30/17	**27** Run Payroll Register BW PPE 06/17/17	**28** PULL DEADLINE 10 AM: BW 06/17/17 OC062217 uploads due 5pm	**29** (Salary upload processing – system available) PULL DEADLINE 10 AM: MON 06/30/17 OC062217 process begins 6 am	**30** **OC062217 PAYDAY** **BW 06/17/17 PAYDAY**	**Notes:**

Revised 06/06/17-2

July 2017 – UNIVERSITY OF COLORADO SYSTEM

Mon	Tue	Wed	Thu	Fri	Sat
					1 BW PPE 07/01/17 Earn dates 06/18-07/01
					2
3 FYE062917 process begins 10 am **MON 06/30/17 PAYDAY** **NO off-cycle payroll this week**	**4** *Independence Day Holiday (bank holiday)*	**5** NO off-cycle payroll	**6** BW uploads due 5pm	**7** Processing BW PPE 07/01/17	**8**
					9
10 Run Payroll Register BW PPE 07/01/17	**11** OC070617 uploads due 5pm	**12** OC070617 process begins 10am PULL DEADLINE 10 AM: BW 07/01/17	**13**	**14** **OC070617 PAYDAY** **BW 07/01/17 PAYDAY**	**15** BW PPE 07/15/17 Earn dates 07/02-07/15
					16
17	**18** OC071317 uploads due 5pm	**19** OC071317 process begins 10am MON uploads due 5pm Processing MON PPE 07/31/17	**20** Processing MON PPE 07/31/17	**21** **OC071317 PAYDAY** Processing MON PPE 07/31/17 BW uploads due 5pm	**22**
					23
24 Processing BW PPE 07/15/17 Run Payroll Register MON PPE 07/31/17	**25** Run Payroll Register BW PPE 07/15/17 OC072017 uploads due 5pm	**26** PULL DEADLINE 10 AM: BW 07/15/17 OC072017 process begins 10am	**27** PULL DEADLINE 10 AM: MON 07/31/17	**28** **OC072017 PAYDAY** **BW 07/15/17 PAYDAY**	**29** BW PPE 07/29/17 Earn dates 07/16-07/29
					30
31 **MON 07/31/17 PAYDAY**	Notes:				

Revised 06/06/17-2