

JANUARY 2015 – University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays. Submit Additional Pay for OC to HR by noon on Mondays.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
			1 <i>New Year's Day Holiday</i> ALL CAMPUSES CLOSED	2 BW PAY DAY – PPE 12/20 (Pay ID 12/20/14)	3 BW Pay Period 12/21 – 1/3 Pay Period End (PPE) 1/3 (Pay ID 01/03/15)
5 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 1/3 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval SOM-New Hire & RA/PRA docs	6	7 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 1/3 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls OC Pay Day 1/9	8 Time Collection Close @ 5pm BW PPE 1/3	9 Processing BW PPE 01/03	4 10 11
12 Run Payroll Register Report BW PPE 01/03(Pay Day 1/16) Auto Term Process for Med Plan @ 10:00 AM UC Denver @ 5:00 pm PMR due to HR Office for 1/15/15 effective date Auto Term Process for Med Plan @ 10:00 AM	13	14 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls BW Pay Day 1/16 OC Pay Day 1/16 UC Denver @ 5 pm (EOM 1/31) Additional Pay Deadline EOM Data Entered for approval	15 Approval Deadline @ 5pm • Position, Funding, Job Data MON PPE 1/31 UC Denver @ 5:00 pm At-will PMR due to HR for December appointments UC Denver @ 5 pm (EOM 1/31) Vacation Payout Forms due to HR	16 BW PAY DAY – PPE 01/03 (Pay ID 01/03/15) UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval	17 BW Pay Period 01/04 – 1/17 Pay Period End (PPE) 1/17 (Pay ID 01/17/15) 18
19 <i>Martin Luther King Holiday</i> UCB, UCCS & SYS closed UCD closures: Administrative Units- OPEN AMC School/Colleges- - CLOSED DDC Schools/Colleges – OPEN	20 Time Collection Close @ 5pm MON PPE 1/31 (Pay ID 01/31/15MON) SOM-New Hire & RA/PRA docs	21 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls OC Pay Day 1/23 Time Collection Close @ 5pm BW PPE 1/17 Processing MON PPE 01/31/15 (Pay ID 01/31/15MON) Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 1/17	22 Processing MON PPE 01/31/15 (Pay ID 01/31/15MON) <i>Noon:</i> HRMS available for review or inquiry only	23 Processing BW PPE 01/17 Run Payroll Register Report MON PPE 1/31 (Pay Day 1/30)	24 25
26 Run Payroll Register Report BW PPE 1/17 (Pay Day 01/30) UC Denver @ 5:00 pm PMR due to HR Office for 2/1/15 effective date	27	28 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls BW Pay Day 01/30 MON Pay Day 1/30 OC Pay Day 1/30	29	30 BW PAY DAY – PPE 1/17 (Pay ID 01/17/15) MON PAY DAY – PPE 1/31 (Pay ID 01/31/15MO)	31 BW Pay Period 01/18 – 1/31 Pay Period End (PPE) 1/31 (Pay ID 01/31/15BW)

GRAY DAYS -- HRMS IS AVAILABLE FOR REVIEW ONLY beginning at noon-- HR TRANSACTIONS, PAYROLL EXPENSE TRANSFERS CANNOT BE COMPLETED
 *** HANDDRAWN CHECK TRANSACTIONS CAN NOT BE COMPLETED AFTER NOON DURING GRAY PAYROLL PROCESSING DAYS ***

updated 01/15/14

FEBRUARY 2015 – University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays. Submit Additional Pay for OC to HR by noon on Mondays.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
					1
2 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 1/31 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval SOM-New Hire & RA/PRA docs	3	4 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 1/31 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls OC Pay Day 2/06	5 Time Collection Close @ 5pm BW PPE 01/31/15 (Pay ID 01/31/15BW)	6 Processing BW PPE 01/31/15 (Pay ID 01/31/15BW)	7
					8
9 Run Payroll Register Report BW PPE 1/31 (Pay Day 2/13) Due to ES @ 5pm • Form W-4, Direct-Deposit MON PPE 2/28 Auto Term Process for Med Plan @ 10:00 AM UC Denver @ 5:00 pm PMR due to HR Office for 2/15/15 effective date	10	11 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 2/14 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls BW Pay Day 2/13 OC Pay Day 2/13	12 Approval Deadline @ 5pm ▪ Position, Funding, Job Data MON PPE 2/28 UC Denver @ 5 pm (EOM 2/28) Additional Pay Deadline EOM Data Entered for approval UC Denver @ 5 pm (EOM 2/28) Vacation Payout Forms due to HR	13 BW PAY DAY – PPE 1/31 (Pay ID 01/31/15BW) UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm At-will PMR due to HR for January appointments	14 BW Pay Period 2/1– 2/14 Pay Period End (PPE) 02/14 (Pay ID 02/14/15) 15
16 President's Day Holiday UCD closures: Administrative Units- - OPEN AMC School/Colleges- - CLOSED DDC Schools/Colleges – OPEN	17 Time Collection Close @ 5pm MON PPE 2/28 (Pay ID 02/28/15MO) Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 2/14 SOM-New Hire & RA/PRA docs	18 Processing MON PPE 02/28/15 (Pay ID 02/28/15MO) Time Collection Close @ 5pm BW PPE 2/14 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls OC Pay Day 2/20	19 Processing MON PPE 02/28/15 (Pay ID 02/28/15MO) Noon: HRMS available for review or inquiry only	20 Processing BW PPE 02/14/15 (Pay ID 02/14/15) Run Payroll Register Report MON PPE 2/28 (Pay Day 2/27)	21 22
23 Run Payroll Register Report BW PPE 2/14 (Pay Day 02/27) UC Denver @ 5:00 pm PMR due to HR Office for 3/1/15 effective date	24	25 Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 02/27 MON Pay Day 2/27 OC Pay Day 2/27	26	27 BW PAY DAY – PPE 2/14 (Pay ID 02/14/15) MON PAY DAY – PPE 0228 (Pay ID 02/28/14MON)	28 BW Pay Period 2/15– 2/28 Pay Period End (PPE) 02/28 (Pay ID 02/28/15BW)

MARCH 2015 – University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays. Submit Additional Pay for OC to HR by noon on Mondays.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
					1
2 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 2/28 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval SOM-New Hire & RA/PRA docs	3	4 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls ▪ OC Pay Day 03/20 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 2/28	5 Time Collection Close @ 5pm BW PPE 02/28/15	6 Processing BW PPE 2/28/15 (Pay ID 02/28/15BW)	7
					8
9 Run Payroll Register Report BW PPE 02/28 (Pay Day 3/13) Due to ES @ 5pm • Form W-4, Direct-Deposit MON PPE 3/31 Auto Term Process for Med Plan@ 10:00 am UC Denver @ 5:00 pm PMR due to HR Office for 3/15/15 effective date	10	11 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls BW Pay Day 3/13 OC Pay Day 03/13	12 Approval Deadline @ 5pm ▪ Position, Funding, Job Data MON PPE 3/31	13 BW PAY DAY – PPE 2/28 (Pay ID 02/28/15BW) UC Denver @ 5 pm (EOM 3/31) Additional Pay Deadline EOM Data Entered for approval UC Denver @ 5 pm (EOM 3/31) Vacation Payout Forms due to HR	14 BW Pay Period 3/1– 3/14 Pay Period End (PPE) 3/14 (Pay ID 03/14/15)
					15
16 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 3/14 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm At-will PMR due to HR for February appointments SOM-New Hire & RA/PRA docs	17	18 Due to ES @ 10am ▪ Check Stops ▪ Advice Pulls ▪ OC Pay Day 03/20 Time Collection Close @ 5pm MON PPE 3/31 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 3/14	19 Time Collection Close @ 5pm BW PPE 3/14 Processing MON PPE 03/31/15 (Pay ID 03/31/15)	20 Processing MON PPE 03/31/15 (Pay ID 03/31/15) Noon: HRMS available for review or inquiry only	21
					22
23 Processing BW PPE 03/14/15 Run Payroll Register Report MON PPE 3/31 (Pay Day 3/31) UC Denver @ 5:00 pm PMR due to HR Office for 4/1/15 effective date	24 <u>Run Payroll Register Report</u> BW PPE 3/14 (Pay Day 03/27)	25 Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 3/27 OC Pay Day 03/27	26	27 <i>Spring Break Holiday – UCB Closed</i> BW PAY DAY – PPE 3/14 (Pay ID 03/14/15) Due to ES @ 10am • Check Stops • Direct Deposit Pulls MON Pay Day 3/31	28 BW Pay Period 3/15– 3/28 Pay Period End (PPE) 3/28 (Pay ID 03/28/15)
					29
30 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 3/28 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval SOM-New Hire & RA/PRA docs	31 MON PAY DAY – PPE 3/31 (Pay ID 03/31/15)				

GRAY DAYS -- HRMS IS AVAILABLE FOR REVIEW ONLY beginning at noon-- HR TRANSACTIONS, PAYROLL EXPENSE TRANSFERS CANNOT BE COMPLETED
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updated 01/15/14

April 2015 – University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays, except on April 22nd. Submit Additional Pay for OC to HR by noon on Mondays.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
		1 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 3/28 Due to ES @ 10am • Check Stops • Direct Deposit Pulls OC Pay Day 04/03	2 Time Collection Close @ 5pm BW PPE 3/28	3 Processing BW PPE 03/28/15	4
6 Run Payroll Register Report BW PPE 3/28 (Pay Day 4/10) UC Denver @ 5:00 pm PMR due to HR Office for 4/15/15 effective date	7	8 Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 4/10 OC Pay Day 04/10	9	10 BW PAY DAY – PPE 3/28 (Pay ID 03/28/15)	11 BW Pay Period 3/29 – 4/11 Pay Period End (PPE) 4/11 (Pay ID 04/11/15)
13 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 4/11 MON PPE 4/30 Auto Term Process for Med Plan@ 10:00 am UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval SOM-New Hire & RA/PRA docs	14 UC Denver @ 5 pm (EOM 4/30) Additional Pay Deadline EOM Data Entered for approval UC Denver @ 5 pm (EOM 4/30) Vacation Payout Forms due to HR	15 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 4/11 MON PPE 4/30 Due to ES @ 10am • Check Stops • Direct Deposit Pulls OC Pay Day 04/17 UC Denver @ 5:00 pm At-will PMR due to HR for March appointments	16 Time Collection Close @ 5pm BW PPE 4/11	17 Processing BW PPE 04/11/15 Time Collection Close @ 5pm MON PPE 4/30	18
20 Processing MON PPE 04/30/15 (Pay ID 04/30/15) Run Payroll Register Report BW PPE 4/11 (Pay Day 4/24) UC Denver @ 5:00 pm PMR due to HR Office for 5/1/15 effective date	21 Processing MON PPE 04/30/15 (Pay ID 04/30/15) Noon: HRMS available for review or inquiry only	22 OC: Close Special Offcycle (OC) Time Collection @ 12pm OC: Processing/Confirm Special Offcycle Run Payroll Register Report MON PPE 4/30 (Pay Day 4/30) Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 4/24 OC Pay Day 04/24	23	24 BW PAY DAY – PPE 4/11 (Pay ID 04/11/15)	25 BW Pay Period 4/12– 4/25 Pay Period End (PPE) 4/25 (Pay ID 04/25/15)
27 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 4/25 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval	28 Due to ES @ 10am • Check Stops • Direct Deposit Pulls MON Pay Day 4/30	29 Due to ES @ 10am • Check Stops • Direct Deposit Pulls OC Pay Day 05/1 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 4/25	30 MON PAY DAY – PPE 4/30 (Pay ID 04/30/15) Time Collection Close @ 5pm BW PPE 4/25		

GRAY DAYS -- HRMS IS AVAILABLE FOR REVIEW ONLY beginning at noon-- HR TRANSACTIONS, PAYROLL EXPENSE TRANSFERS CANNOT BE COMPLETED
 *** HANDDRAWN CHECK TRANSACTIONS CAN NOT BE COMPLETED AFTER NOON DURING GRAY PAYROLL PROCESSING DAYS ***

updated 01/15/14

May 2015 - University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays except May 18. Submit Additional Pay for OC to HR by noon on Mondays.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
				1 Processing BW PPE 04/25/15	2
					3
4 Run Payroll Register Report BW PPE 4/25 (Pay Day 5/08) SOM-New Hire & RA/PRA docs	5	6 Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 5/08 OC Pay Day 5/08	7	8 BW PAY DAY – PPE 4/25 (Pay ID 04/25/15)	9 BW Pay Period 4/26 – 5/09 Pay Period End (PPE) 5/09 (Pay ID 05/09/15)
					10
11 Auto Term Process for Med Plan@ 10:00 am) Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 5/09 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm PMR due to HR Office for 5/15/15 effective date	12 Due to ES @ 5pm • Form W-4, Direct-Deposit MON PPE 5/31	13 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 5/09 MON PPE 5/31 Due to ES @ 10am • Check Stops • Direct Deposit Pulls OC Pay Day 05/15 UC Denver @ 5 pm (EOM 5/31) Additional Pay Deadline EOM Data Entered for approval	14 Time Collection Close @ 5pm BW PPE 5/09 UC Denver @ 5 pm (EOM 5/31) Vacation Payout Forms due to HR	15 Processing BW PPE 05/09/15 UC Denver @ 5:00 pm At-will PMR due to HR for April appointments	16
					17
18 OC: Close Special Offcycle (OC) Time Collection @ 12pm OC: Processing/Confirm Special Offcycle Time Collection Close @ 5pm MON PPE 5/31 Run Payroll Register Report BW PPE 5/09(Pay Day 5/22) SOM-New Hire & RA/PRA docs	19 Processing MON PPE 05/31/15 (Pay ID 05/31/15)	20 Processing MON PPE 05/31/15 (Pay ID 05/31/15) Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 5/22 OC Pay Day 5/22 Noon: HRMS available for review or inquiry only	21 Run Payroll Register Report MON PPE 5/31 (Pay Day 5/29)	22 BW PAY DAY – PPE 5/09 (Pay ID 05/09/15) Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 5/23 UC Denver @ 12 pm Additional Pay Deadline for OC	23 BW Pay Period 5/10 – 5/23 Pay Period End (PPE) 5/23 (Pay ID 05/23/15)
					24
25 Memorial Day Holiday ALL CAMPUSES CLOSED	26 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm PMR due to HR Office for 6/1/15 effective date	27 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 5/23 Due to ES @ 10am • Check Stops • Direct Deposit Pulls MON Pay Day 5/29 OC Pay Day 05/29	28 Time Collection Close @ 5pm BW PPE 5/23	29 Processing BW PPE 05/23/15 MON PAY DAY – PPE 5/29 (Pay ID 05/31/15)	30
					31

JUNE 2015 – University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays – except **NO OC PAYROLL JUNE 26-JULY 2.**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
1 Run Payroll Register Report BW PPE 5/23 (Pay Day 6/5) SOM-New Hire & RA/PRA docs	2	3 Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 6/5 OC Pay /Day 6/5	4	5 BW PAY DAY – PPE 5/23 (Pay ID 05/23/15)	6 BW Pay Period 5/24 – 6/6 Pay Period End (PPE) 6/6 (Pay ID 06/06/15)
8 Auto Term Process for Med Plan@ 10:00 am) Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 6/6 UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm PMR due to HR Office for 6/15/15 effective date	9	10 Due to ES @ 10am • Check Stops • Direct Deposit Pulls OC Pay Day 6/12 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 6/6	11 Time Collection Close @ 5pm BW PPE 6/6 Due to ES @ 5pm • Form W-4, Direct-Deposit MON PPE 6/30	12 Processing BW PPE 6/6/15 UC Denver @ 5 pm (EOM 6/30) Additional Pay Deadline EOM Data Entered for approval UC Denver @ 5 pm (EOM 6/30) Vacation Payout Forms due to HR	7 13 14
15 Run Payroll Register Report BW PPE 6/6 (Pay Day 6/19) Approval Deadline @ 5pm • Position, Funding, Job Data MON PPE 6/30 UC Denver @ 5:00 pm At-will PMR due to HR for May appointments SOM-New Hire & RA/PRA docs	16	17 Time Collection Close @ 5pm MON PPE 6/30 Due to ES @ 10am • Check Stops • Direct Deposit Pulls BW Pay Day 6/19 OC Pay Day 06/19	18 Processing MON PPE 06/30/15 (Pay ID 06/30/15)	19 Processing MON PPE 06/30/15 (Pay ID 06/30/15) BW PAY DAY – PPE 6/6 (Pay ID 06/06/15) Noon: HRMS available for review or inquiry only	20 BW Pay Period 6/7 – 6/20 Pay Period End (PPE) 6/20 (Pay ID 06/20/15) 21
22 Due to ES @ 5pm • Form W-4, Direct-Deposit BW PPE 6/20 Run Payroll Register Report MON PPE 6/30 (Pay Day 6/30) UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm PMR due to HR Office for 7/1/15 effective date	23	24 Due to ES @ 10am • Check Stops • Direct Deposit Pulls OC Pay Day 6/26	25 Approval Deadline @ 5pm • Position, Funding, Job Data BW PPE 6/20 Time Collection Close @ 5pm BW PPE 6/20	26 Due to ES @ 10am • Check Stops • Direct Deposit Pulls MON Pay Day 6/30	27 28
29 Process FY2015 Payroll @10 am Process BW PPE 06/20/15 SOM-New Hire & RA/PRA docs	30 Salary Upload Process HRMS available for review or inquiry only Due to ES @ 10am • Check Stops & DD Pulls BW Pay Day 07/02 Run Payroll Register Report BW PPE 6/20 (Pay Day 7/2)				

JULY 2015 – University of Colorado Payroll Calendar – Denver & Anschutz

Special OC Time Collection – opens at 9:00 AM on Fridays and closes at noon on Tuesdays except July 2 and July 20. Submit Additional Pay for OC to HR by noon on Mondays.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY SUNDAY
	<p>30</p> <p>Salary Upload Process HRMS available for review or inquiry only</p> <p>Due to ES @ 10am</p> <ul style="list-style-type: none"> Check Stops & DD Pulls <p>BW Pay Day 07/02</p> <p>Run Payroll Register Report BW PPE 6/20 (Pay Day 7/2)</p>	<p>1</p> <p>MON PAY DAY – PPE 6/30 (Pay ID 06/30/15)</p>	<p>2</p> <p>BW PAY DAY – PPE 6/20 (Pay ID 06/20/15)</p> <p>OC PAYROLL OPENS AT 9 AM</p>	<p>3</p> <p><i>Independence Day Holiday</i> ALL CAMPUSES CLOSED</p>	<p>4</p> <p>BW Pay Period 6/21 – 7/4 Pay Period End (PPE) 7/4 (Pay ID 07/04/15)</p> <p>5</p>
<p>6</p> <p>Due to ES @ 5pm</p> <ul style="list-style-type: none"> Form W-4, Direct-Deposit <p>BW PPE 7/4</p> <p>UC Denver @ 12 pm (BW) Additional Pay Deadline BW Data Entered for approval UC Denver @ 5:00 pm PMR due to HR Office for 7/15/15 effective date</p>	7	<p>8</p> <p>Due to ES @ 10am</p> <ul style="list-style-type: none"> Check Stops Direct Deposit Pulls <p>OC Pay Day 7/10</p> <p>Approval Deadline @ 5pm</p> <ul style="list-style-type: none"> Position, Funding, Job Data <p>BW PPE 7/4</p>	<p>9</p> <p>Time Collection Close @ 5pm BW PPE 7/4</p>	<p>10</p> <p>Processing BW PPE 07/04/15</p>	<p>11</p> <p>12</p>
<p>13</p> <p>Auto Term Process for Med Plan@ 10:00 am) Run Payroll Register Report BW PPE 7/4 (Pay Day 7/17) Due to ES @ 5pm</p> <ul style="list-style-type: none"> Form W-4, Direct-Deposit <p>MON PPE 7/31</p>	14	<p>15</p> <p>Due to ES @ 10am</p> <ul style="list-style-type: none"> Check Stops Direct Deposit Pulls <p>BW Pay Day 7/17 OC Pay Day 7/17</p> <p>UC Denver @ 5:00 pm At-will PMR due to HR for June appointments</p>	<p>16</p> <p>Approval Deadline @ 5pm</p> <ul style="list-style-type: none"> Position, Funding, Job Data <p>MON PPE 7/31</p> <p>UC Denver @ 5 pm (EOM 7/31) Additional Pay Deadline EOM Data Entered for approval UC Denver @ 5 pm (EOM 7/31) Vacation Payout Forms due to HR</p>	<p>17</p> <p>BW PAY DAY – PPE 7/4 (Pay ID 07/04/15)</p>	<p>18</p> <p>BW Pay Period 7/5 – 7/18 Pay Period End (PPE) 7/18 (Pay ID 07/18/15)</p> <p>19</p>
<p>20</p> <p>OC: Close Special Offcycle (OC) Time Collection @ 12pm OC: Processing/Confirm</p> <p>Time Collection Close @ 5pm MON PPE 7/31 (Pay ID 07/31/15)</p> <p>Due to ES @ 5pm</p> <ul style="list-style-type: none"> Form W-4, Direct-Deposit <p>BW PPE 7/18</p> <p>Approval Deadline @ 5pm</p> <ul style="list-style-type: none"> Position, Funding, Job Data <p>BW PPE 7/18</p>	<p>21</p> <p>Processing MON PPE 07/31/15 (Pay ID 07/31/15)</p>	<p>22</p> <p>Due to ES @ 10am</p> <ul style="list-style-type: none"> Check Stops Direct Deposit Pulls <p>OC Pay Day 7/24</p> <p>Processing MON PPE 07/31/15 (Pay ID 07/31/15)</p> <p>Noon:</p> <p>HRMS available for review or inquiry only</p>	<p>23</p> <p>Run Payroll Register Report MON PPE 7/31 (Pay Day 7/31)</p> <p>Time Collection Close @ 5pm BW PPE 7/18</p>	<p>24</p> <p>Processing BW PPE 07/18/15</p>	<p>25</p> <p>26</p>
<p>27</p> <p>Run Payroll Register Report BW PPE 7/18 (Pay Day 7/31)</p> <p>UC Denver @ 5:00 pm PMR due to HR Office for 8/1/15 effective date</p>	28	<p>29</p> <p>Due to ES @ 10am</p> <ul style="list-style-type: none"> Check Stops Direct Deposit Pulls <p>BW Pay Day 7/31 MON Pay Day 7/31 OC Pay Day 7/31</p>	30	<p>31</p> <p>BW PAY DAY – PPE 7/18 (Pay ID 07/18/15) MON PAY DAY – PPE 7/31 (Pay ID 07/31/15)</p>	