

Engineering Payroll

SCHEDULE OF 2020-2021 BIWEEKLY PAY PERIODS

September 1, 2020

Payroll Period #	From	Thru	Initialization Payroll and Retro	Timesheets Due	Settlement	Pay Date	Longevity Pay Dates
1	<i>Aug 23</i>	<i>Sep 05</i>	Sep 04	Sep 07	Sep 09	<i>Sep 11</i>	L
2	<i>Sep 06</i>	<i>Sep 19</i>	Sep 18	Sep 21	Sep 23	<i>Sep 25</i>	
3	<i>Sep 20</i>	<i>Oct 03</i>	Oct 02	Oct 05	Oct 07	<i>Oct 09</i>	L
4	<i>Oct 04</i>	<i>Oct 17</i>	Oct 16	Oct 19	Oct 21	<i>Oct 23</i>	
5	<i>Oct 18</i>	<i>Oct 31</i>	Oct 30	Nov 02	Nov 04	<i>Nov 06</i>	
6	<i>Nov 01</i>	<i>Nov 14</i>	Nov 13	Nov 16	Nov 18	<i>Nov 20</i>	L
7	<i>Nov 15</i>	<i>Nov 28</i>	Nov 25*	Nov 30	Dec 02	<i>Dec 04</i>	
8	<i>Nov 29</i>	<i>Dec 12</i>	Dec 08*	Dec 09*	Dec 11*	<i>Dec 18</i>	L
9	<i>Dec 13</i>	<i>Dec 26</i>	Dec 16*	Dec 17*	Dec 21*	<i>Jan 04*</i>	
10	<i>Dec 27</i>	<i>Jan 09</i>	Jan 08	Jan 11	Jan 13	<i>Jan 15</i>	L
11	<i>Jan 10</i>	<i>Jan 23</i>	Jan 22	Jan 25	Jan 27	<i>Jan 29</i>	(No Ins)
12	<i>Jan 24</i>	<i>Feb 06</i>	Feb 05	Feb 08	Feb 10	<i>Feb 12</i>	L
13	<i>Feb 07</i>	<i>Feb 20</i>	Feb 19	Feb 22	Feb 24	<i>Feb 26</i>	
14	<i>Feb 21</i>	<i>Mar 06</i>	Mar 05	Mar 08	Mar 10	<i>Mar 12</i>	L
15	<i>Mar 07</i>	<i>Mar 20</i>	Mar 15*	Mar 22	Mar 24	<i>Mar 26</i>	
16	<i>Mar 21</i>	<i>Apr 03</i>	Apr 02	Apr 05	Apr 07	<i>Apr 09</i>	L
17	<i>Apr 04</i>	<i>Apr 17</i>	Apr 16	Apr 19	Apr 21	<i>Apr 23</i>	
18	<i>Apr 18</i>	<i>May 01</i>	Apr 30	May 03	May 05	<i>May 07</i>	L
19	<i>May 02</i>	<i>May 15</i>	May 14	May 17	May 19	<i>May 21</i>	
20	<i>May 16</i>	<i>May 29</i>	May 27*	May 28*	Jun 02	<i>Jun 04</i>	
21	<i>May 30</i>	<i>Jun 12</i>	Jun 11	Jun 14	Jun 16	<i>Jun 18</i>	L
22	<i>Jun 13</i>	<i>Jun 26</i>	Jun 25	Jun 28	Jun 30	<i>Jul 02</i>	
23	<i>Jun 27</i>	<i>Jul 10</i>	Jul 09	Jul 12	Jul 14	<i>Jul 16</i>	L
24	<i>Jul 11</i>	<i>Jul 24</i>	Jul 23	Jul 26	Jul 28	<i>Jul 30</i>	(No Ins)
25	<i>Jul 25</i>	<i>Aug 07</i>	Aug 06	Aug 09	Aug 11	<i>Aug 13</i>	L
26	<i>Aug 08</i>	<i>Aug 21</i>	Aug 20	Aug 23	Aug 25	<i>Aug 27</i>	
FY22 1	<i>Aug 22</i>	<i>Sept 04</i>	TBD	TBD	TBD	<i>Sept 10</i>	L

*Denotes early due dates because of holidays or year end

NOTES:

- Current pay period timesheets approved between due date and settlement should be picked up during pay calculations prior to settlement.
- Prior pay period timesheets (back pay) approved after initialization will not be reflected on the current payroll. If needing to pay ASAP, send supplement to engrsupplements@tamu.edu no later than the current timesheet due date.
- The above schedule is subject to change based upon processing requirements.
- Engineering Payroll has compiled a list of recommended reports that can be run to check departmental payroll. Those reports can be found under Departmental Resources > Guidelines on the Engineering Payroll Website. <https://tees.tamu.edu/payroll/index.html>