

Full Time Web Time Sheet Schedule | 2023-2024

Please follow this schedule for Web Time Sheets

REPORT HOURS WORKED IN FOLLOWING PERIODS	EMPLOYEE MUST SUBMIT NO LATER THAN:	SUPERVISOR MUST APPROVE NO LATER THAN:	PAY DATE	PAYROLL #
June 25 - July 8	July 10, 2023	July 12, 2023	July 7, 2023	14
July 9 - July 22	July 24, 2023	July 26, 2023	July 21, 2023	15
July 23 - August 5	August 7, 2023	August 9, 2023	August 4, 2023	16
August 6 - August 19	August 21, 2023	August 23, 2023	August 18, 2023	17
August 20 - September 2	* September 5, 2023	September 6, 2023	September 1, 2023	18
September 3 - September 16	September 18, 2023	September 20, 2023	September 15, 2023	19
September 17 - September 30	October 2, 2023	October 4, 2023	September 29, 2023	20
October 1 - October 14	October 16, 2023	October 18, 2023	October 13, 2023	21
October 15 - October 28	October 30, 2023	November 1, 2023	October 27, 2023	22
October 29 - November 11	November 13, 2023	November 15, 2023	November 10, 2023	23
November 12 - November 25	November 27, 2023	November 29, 2023	November 24, 2023	24
November 26 - December 9	December 11, 2023	December 13, 2023	December 8, 2023	25
December 10 - December 23	* January 2, 2024	* January 3, 2024	December 22, 2023	26
December 24 - January 6	January 8, 2024	January 10, 2024	January 5, 2024	1
January 7 - January 20	January 22, 2024	January 24, 2024	January 19, 2024	2
January 21 - February 3	February 5, 2024	February 7, 2024	February 2, 2024	3
February 4 - February 17	February 19, 2024	February 21, 2024	February 16, 2024	4
February 18 - March 2	March 4, 2024	March 6, 2024	March 1, 2024	5
March 3 - March 16	* March 25, 2024	* March 27, 2024	March 15, 2024	6
March 17 - March 30	April 1, 2024	April 3, 2024	March 29, 2024	7
March 31 - April 13	April 15, 2024	April 17, 2024	April 12, 2024	8
April 14 - April 27	April 29, 2024	May 1, 2024	April 26, 2024	9
April 28 - May 11	May 13, 2024	May 15, 2024	May 10, 2024	10
May 12 - May 25	* May 28, 2024	May 29, 2024	May 24, 2024	11
May 26 - June 8	June 10, 2024	June 12, 2024	June 7, 2024	12
June 9 - June 22	June 24, 2024	June 26, 2024	June 21, 2024	13

* Extra time given due to the Holiday Break