2022 Payroll Schedule

University Payroll Schedule

Legend

Biweekly

$ Biweekly Payday
● Pay Period Begins
○ Pay Period Ends
★ Payroll Complete
△ Approvers must approve & submit time reports

Monthly

$ Monthly Payday
★ Payroll Complete
**2022 Payroll Schedule**

**Legend**

- **Biweekly**
  - $ Biweekly Payday
  - Pay Period Begins
  - Pay Period Ends
  - Payroll Complete
  - Approvers must approve & submit time reports

- **Monthly**
  - $ Monthly Payday
  - Payroll Complete

**Biweekly Payroll Schedule**

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**DECEMBER 2021**

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**FEBRUARY 2022**

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**January 2022**
### Biweekly Payroll Schedule 2022

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#### Legend

- **$**: Biweekly Payday
- **●**: Pay Period Begins
- **○**: Pay Period Ends
- **★**: Payroll Complete
- **🚪**: Approvers must approve & submit time reports

#### January

- Presidents’ Day USC Holiday

#### March

- Monthly Payday
- Payroll Complete
Biweekly Payday

Pay Period Begins
Pay Period Ends
Payroll Complete

Monthly Payday
Pay Period Begins
Pay Period Ends
Payroll Complete

Legend

Biweekly
- $ Biweekly Payday
- Approval Deadline 6am

Monthly
- $ Monthly Payday
- Payroll Complete

2022 Payroll Schedule

APRIL 2022

Daylight Saving Time Begins "Spring Forward"

Approval Deadline 6am

Approvers must approve & submit time reports
**Biweekly Payday**

**Pay Period Begins**

**Pay Period Ends**

**Payroll Complete**

**Monthly Payday**

Approvers must approve & submit time reports

### Legend

**Biweekly**
- Biweekly Payday
- Pay Period Begins
- Pay Period Ends
- Payroll Complete
- Approvers must approve & submit time reports

**Monthly**
- Monthly Payday
- Payroll Complete

### Payroll Schedule

**2022**

**JUNE 2022**

- Summer Semester Classes Begin
- Commencement

**APRIL**

- Memorial Day USC Holiday

**MAY**

- Payroll Complete
- Payroll Schedule
- Biweekly Payday
- Pay Period Begins
- Pay Period Ends
- Payroll Complete

**Monthly**

- Monthly Payday
- Payroll Complete

**Biweekly**

- Biweekly Payday
- Pay Period Begins
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**Legend**

- **Biweekly**
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  - **○** Pay Period Begins
  - **●** Pay Period Ends
  - **★** Payroll Complete
  - **▲** Approvers must approve & submit time reports

- **Monthly**
  - **$** Monthly Payday
  - **★** Payroll Complete

---

**2022 Payroll Schedule**

**JULY**

**2022**

**Independence Day USC Holiday**

**Approvals Deadline 6am**

**Biweekly Payday**

**Monthly Payday**

**Payroll Complete**

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**JUNE**

**AUGUST**

---
2022 Payroll Schedule

Legend

- **Biweekly**
  - $: Biweekly Payday
  - ◼: Pay Period Begins
  - •: Pay Period Ends
  - ★: Payroll Complete
  - ▲: Approvers must approve & submit time reports

- **Monthly**
  - $: Monthly Payday
  - ★: Payroll Complete

**Biweekly Pay Periods**
- Pay Period Begins: 2nd and 16th of each month
- Pay Period Ends: 5th of each month
- Payroll Complete: 9th of each month

**Monthly Pay Periods**
- Pay Period Begins: 9th of each month
- Pay Period Ends: 2nd of the following month
- Payroll Complete: 2nd of the following month

**Approval Deadlines**
- 6am on the 16th and 17th of each month

**Class Schedule**
- Summer Semester Classes End: 16th of the month
- Fall Semester Classes Begin: 22nd of the month

**Important Dates**
- Approval Deadline: 6am on the 16th of each month
- Payroll Complete: 9th of each month

**Calendar**

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**Notes**
- Monthly Payday: 9th of each month
- Payroll Complete: 2nd of the following month
### 2022 Payroll Schedule

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#### Biweekly

- **Labor Day**
- **USC Holiday**

#### Monthly

- **September 2022**
- **October 2022**

#### Approval Deadlines

- **6am**

#### Payroll Complete

- **Biweekly**
- **Monthly**

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**August 2022**

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**October 2022**

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Biweekly Payday

Pay Period Begins

Pay Period Ends

Payroll Complete

Monthly Payday

Approvers must approve & submit time reports

Legend

Biweekly

$ Biweekly Payday

Pay Period Begins

Pay Period Ends

Payroll Complete

Daylight Saving Time Ends "Fall Back"

Veterans Day Bank Holiday Approval Deadline 6am

Thanksgiving USC Holiday Approval Deadline 6am

Approval Deadline 6am

Thanksgiving

USC Holiday

OCTOBER

DECEMBER

November 2022