

PROFESSIONAL INTERNSHIP PROGRAM 2015 PAYROLL SCHEDULE

PAYROLL INFORMATION SHOULD BE SUBMITTED TO:
THE CENTER FOR CAREER DEVELOPMENT
NO LATER THAN **12:00NOON** ON THE LISTED DUE DATES.

Timesheet Submission Due Dates

Payroll Check Distribution Dates

January 7, 2015	January 15, 2015
January 22, 2015	January 30, 2015
February 4, 2015	February 12, 2015
February 19, 2015	February 27, 2015
March 4, 2015	March 13, 2015
March 24, 2015	March 31, 2015
April 7, 2015	April 15, 2015
April 21, 2015	April 30, 2015
May 6, 2015 (Final deadline to submit timesheet for Professional Internship Program)	May 15, 2015
May 20, 2015	May 29, 2015
June 8, 2015	June 15, 2015
June 22, 2015	June 30, 2015
July 7, 2015	July 15, 2015
July 22, 2015	July 30, 2015
August 5, 2015	August 13, 2015
August 24, 2015	August 31, 2015
September 8, 2015	September 15, 2015
September 22, 2015	September 30, 2015
October 6, 2015	October 15, 2015
October 21, 2015	October 30, 2015
November 4, 2015	November 13, 2015
November 18, 2015	November 25, 2015
December 8, 2015	December 15, 2015
December 15, 2015	December 23, 2015

*** Please pick up payroll checks from the Business Office on pay date.

*** After 7 days checks will be sent to your address listed in the payroll records.