

**COLLEGE WORK STUDY PAYROLL  
APPOINTMENT AND HOURLY TIME SHEET SCHEDULE 2011-2012**

	<b>PAY PERIOD EFFECTIVE DATES</b>		<b>APPOINTMENTS DUE</b>	<b>TIME SHEETS DUE</b>	<b>CHECK DATE</b>
17	11/10/2011	11/23/2011	11/18/2011	<b>*11/28/2011</b>	<b>NOON</b> 12/15/2011
18	11/24/2011	12/7/2011	12/2/2011	12/9/2011	12/29/2011
19	12/8/2011	12/21/2011	12/16/2011	<b>*12/22/2011</b>	1/12/2012
20	12/22/2011	1/4/2012	<b>*12/29/2011</b>	1/6/2012	1/26/2012
21	1/5/2012	1/18/2012	<b>*1/12/2012</b>	1/20/2012	2/9/2012
22	1/19/2012	2/1/2012	1/27/2012	2/3/2012	2/23/2012
23	2/2/2012	2/15/2012	2/10/2012	<b>*2/16/2012</b>	3/8/2012
24	2/16/2012	2/29/2012	2/24/2012	3/2/2012	3/22/2012
25	3/1/2012	3/14/2012	3/9/2012	3/16/2012	4/5/2012
26	3/15/2012	3/28/2012	3/23/2012	3/30/2012	4/19/2012
1	3/29/2012	4/11/2012	4/6/2012	4/13/2012	5/3/2012
2	4/12/2012	4/25/2012	4/20/2012	4/27/2012	5/17/2012
3	4/26/2012	5/9/2012	5/4/2012	5/11/2012	5/31/2012
4	5/10/2012	5/23/2012	5/18/2012	<b>*5/24/2012</b>	6/14/2012
5	5/24/2012	6/6/2012	6/1/2012	6/8/2012	6/28/2012
6	6/7/2012	6/20/2012	6/15/2012	6/22/2012	7/12/2012
7	6/21/2012	7/4/2012	<b>*6/28/2012</b>	7/6/2012	7/26/2012
8	7/5/2012	7/18/2012	7/13/2012	7/20/2012	8/9/2012
9	7/19/2012	8/1/2012	7/27/2012	8/3/2012	8/23/2012
10	8/2/2012	8/15/2012	8/10/2012	8/17/2012	9/6/2012
11	8/16/2012	8/29/2012	8/24/2012	<b>*8/30/2012</b>	9/20/2012
12	8/30/2012	9/12/2012	9/7/2012	9/14/2012	10/4/2012
13	9/13/2012	9/26/2012	9/21/2012	9/28/2012	10/18/2012
14	9/27/2012	10/10/2012	<b>*10/4/2012</b>	10/12/2012	11/1/2012
15	10/11/2012	10/24/2012	10/19/2012	10/26/2012	11/15/2012
16	10/25/2012	11/7/2012	11/2/2012	<b>*11/8/2012</b>	11/29/2012
17	11/8/2012	11/21/2012	<b>*11/15/2012</b>	<b>*11/26/2012</b>	<b>NOON</b> 12/13/2012

**\* please note these dates must be strongly adhered to because of early submission requirements by the NYS Comptroller's Office.**