

**MAIN STATE PAYROLL
"CLASSIFIED " & UNCLASSIFIED TIME SHEET SCHEDULE 2018-2019**

PAY PERIOD EFFECTIVE DATES		TIME SHEETS DUE	CHECK DATE SALARIED EMPLOYEES	CHECK DATE HOURLY ** EMPLOYEES
11/1/2018	11/14/2018	11/19/2018*	11/28/2018	12/12/2018
11/15/2018	11/28/2018	12/4/2018	12/12/2018	12/26/2018
11/29/2018	12/12/2018	12/17/2018*	12/26/2018	1/9/2019
12/13/2018	12/26/2018	12/31/2018*	1/9/2019	1/23/2019
12/27/2018	1/9/2019	1/14/2019*	1/23/2019	2/6/2019
1/10/2019	1/23/2019	1/29/2019	2/6/2019	2/20/2019
1/24/2019	2/6/2019	2/12/2019	2/20/2019	3/6/2019
2/7/2019	2/20/2019	2/26/2019*	3/6/2019	3/20/2019
2/21/2019	3/6/2019	3/12/2019	3/20/2019	4/3/2019
3/7/2019	3/20/2019	3/26/2019	4/3/2019	4/17/2019
3/21/2019	4/3/2019	4/9/2019	4/17/2019	5/1/2019
4/4/2019	4/17/2019	4/23/2019	5/1/2019	5/15/2019
4/18/2019	5/1/2019	5/7/2019	5/15/2019	5/29/2019
5/2/2019	5/15/2019	5/21/2019*	5/29/2019	6/12/2019
5/16/2019	5/29/2019	6/4/2019	6/12/2019	6/26/2019
5/30/2019	6/12/2019	6/18/2019	6/26/2019	7/10/2019
6/13/2019	6/26/2019	07/01/2019*	7/10/2019	7/24/2019
6/27/2019	7/10/2019	7/16/2019	7/24/2019	8/7/2019
7/11/2019	7/24/2019	7/30/2019	8/7/2019	8/21/2019
7/25/2019	8/7/2019	8/13/2019	8/21/2019	9/4/2019
8/8/2019	8/21/2019	8/26/2019*	9/4/2019	9/18/2019
8/22/2019	9/4/2019	9/10/2019	9/18/2019	10/2/2019
9/5/2019	9/18/2019	9/24/2019	10/2/2019	10/16/2019
9/19/2019	10/2/2019	10/8/2019	10/16/2019	10/30/2019
10/3/2019	10/16/2019	10/22/2019	10/30/2019	11/13/2019
10/17/2019	10/30/2019	11/5/2019	11/13/2019	11/27/2019
10/31/2019	11/13/2019	11/18/2019*	11/27/2019	12/11/2019
11/14/2019	11/27/2019	12/3/2019	12/11/2019	12/24/2019*

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

**** Pay dates are for hourly employees but also include payments received by salaried employees for additional hours worked (for over-time, extra-time, holidays, ect.)**