

PAYROLL CALENDAR for Fiscal Year 2023 (July 1, 2022 to June 30, 2023)

PLEASE NOTE: To ensure payment on the following distribution dates all appropriate paperwork must be received by the due date shown below!

PAY Type, # see below	PAYROLL PERIODS	Payroll Forms deadline to HR	Time Entry dates for employees & originators	Approval Deadline 11:59 PM	Direct Deposit Distribution Dates DATES
SM14 ^{a3}	July 1-15, 2022	7-Jul	**Jul 14	Jul-18	Friday, July 22, 2022
SM15 ^{a3}	July 16-31, 2022	21-Jul	Jul 16-31	Aug-01	Friday, August 5, 2022
SM16 ^{a3}	Aug. 1-15, 2022	8-Aug	Aug 1-15	Aug-16	Monday, August 22, 2022
SM17 ^a	Aug. 16-31, 2022	19-Aug	Aug 16-31	Sep-01	Wednesday, September 7, 2022
SM18 ^a	Sept. 1-15, 2022	8-Sep	Sep 1-15	Sep-16	Thursday, September 22, 2022
SM19 ^a	Sept. 16-30, 2022	22-Sep	Sep 16-30	Oct-03	Friday, October 7, 2022
SM20 ^a	Oct. 1-15, 2022	7-Oct	Oct 1-15	Oct-17	Friday, October 21, 2022
SM21 ^a	Oct. 16-31, 2022	21-Oct	Oct 16-31	Nov-01	Monday, November 7, 2022
SM22 ^a	Nov. 1-15, 2022	7-Nov	Nov 1-15	Nov-16	Tuesday, November 22, 2022
SM23 ^a	Nov. 16-30, 2022	21-Nov	Nov 16-30	Dec-01	Wednesday, December 7, 2022
SM24 ^a	Dec. 1- 15, 2022	8-Dec	Dec 1-15	Dec-16	Thursday, December 22, 2022
SM1	Dec. 16-31, 2022	22-Dec	Dec 16-31	Jan-03	Friday, January 6, 2023
SM2 ^{a2}	Jan. 1-15, 2023	6-Jan	Jan 1-15	Jan-17	Friday, January 20, 2023
SM3 ^{a2}	Jan. 16-31, 2023	20-Jan	Jan 16-31	Feb-01	Tuesday, February 7, 2023
SM4 ^{a2}	Feb. 1-15, 2023	6-Feb	Feb 1-15	Feb-16	Wednesday, February 22, 2023
SM5 ^{a2}	Feb. 16-28, 2023	21-Feb	Feb 16-28	Mar-01	Tuesday, March 7, 2023
SM6 ^{a2}	March 1-15, 2023	6-Mar	Mar 1-15	Mar-16	Wednesday, March 22, 2023
SM7 ^{a2}	March 16-31, 2023	20-Mar	Mar 16-31	Apr-03	Friday, April 7, 2023
SM8 ^{a2}	April 1-15, 2023	6-Apr	Apr 1-15	Apr-17	Friday, April 21, 2023
SM9 ^{a2}	April 16-30, 2023	20-Apr	Apr 16-30	May-01	Friday, May 5, 2023
SM10	May 1-15, 2023	8-May	May 1-15	May-16	Monday, May 22, 2023
SM11	May 16-31, 2023	19-May	May 16-31	Jun-01	Wednesday, June 7, 2023
SM12 ^{a3}	June 1-15, 2023	6-Jun	Jun 1-15	Jun-16	Thursday, June 22, 2023
SM13 ^{a3}	June 16-30, 2023	21-Jun	Jun 16-30	Jul-03	Friday, July 7, 2023

Legend: Summer Spring Fall

**** Please note: Time entry for SM14 won't be opened until July 14, 2022 to allow time for year end processing.**

- The official workweek of SLCC is: Saturday at 12:00 am until the next Friday at 11:59 pm

- If you need to enter time that was missed on a previous payroll please enter the total hours on a Saturday and add notes in the comments section.