UNIVERSITY PERSONNEL

408-924-2250 UNIVERSITY PERSONNEL

SCHEDULE OF 2020 PAY PERIODS, HOLIDAYS, AND PAYDAYS					
PAY PERIOD	INCLUSIVE DATES	HOURLY STUDENT TIME ENTRY DEADLINE	2020 PAYDAYS ¹		
January	Jan 01 – Jan 30	Jan 30	Friday	Feb 14	
February	Jan 31 – Feb 29	Feb 29	Monday	Mar 16	
March	Mar 01 – Mar 31	Mar 31	Wednesday	Apr 15	
April	Apr 01 – Apr 30	Apr 30	Friday	May 15	
May	May 01 - May 31	May 31	Monday	Jun 15	
June	Jun 01– Jun 30	Jun 30	Wednesday	Jul 15	
July	Jul 01 – Jul 30	Jul 30	Friday	Aug 14	
August	Jul 31 – Aug 31	Aug 31	Tuesday	Sept 15	
September	Sep 01 – Sep 30	Sep 30	Thursday	Oct 15	
October	Oct 01 - Oct 31	Oct 31	Monday	Nov 16	
November	Nov 01 – Dec 01	Dec 01	Tuesday	Dec 15	
December	Dec 02 – Dec 31	Dec 31	Friday	Jan 15	

HOLIDAY	CAMPUS OPEN ²	HOLIDAY OBSERVED	
Lincoln's Birthday	February 12, 2020	November 27, 2020	
Washington's Birthday	February 17, 2020	December 28, 2020	
Admission Day	September 9, 2020	December 29, 2020	
Columbus Day	October 12, 2020	December 30, 2020	

Students must enter all hours by midnight on the last day of the pay period.

 ¹ Check with your department for specific disbursement procedures.
² Observance of the holidays listed will change from the official date under "Campus Open" to the date shown under "Holiday Observed."