**Regular Web Timesheet Furlough Submission Schedule—Fiscal YEAR 2018**

The Office of Payroll has updated the 2017 – 2018 Regular Payroll Schedule to include the FY 18 UB Furlough Plan. The web timesheet deadline has been adjusted by one day beginning pay period ending October 10, 2017 and ending pay period June 19, 2018. As always, your cooperation is critical to the successful and timely processing of payroll for all employees.

The asterisk\* indicates early timesheet submission due to the state Central Payroll Office closing for the holiday

Timesheets are due as noted in the web timesheet due date column, as follows:

***Employees*** – Timesheet must be completed and submitted by 9:00 a.m.

***Timekeepers*** – timesheet must be reviewed and submitted by 10:00 a.m.

***Managers*** – timesheets must be approved and submitted by 11:00 a.m.

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| **Pay Cycle Begin Date** | **Pay Cycle End Date** | **Web Timesheet Due Date** | **Pay Date** |
| 6/21/2017 | 7/4/2017 | 7/5/2017 | 7/12/2017 |
| 7/5/2017 | 7/18/2017 | 7/19/2017 | 7/26/2017 |
| 7/19/2017 | 8/1/2017 | 8/2/2017 | 8/9/2017 |
| 8/2/2017 | 8/15/2017 | 8/16/2017 | 8/23/2017 |
| 8/16/2017 | 08-29-17 | **08-29-17\*** | 9/6/2017 |
| 8/30/2017 | 9/12/2017 | 9/13/2017 | 9/20/2017 |
| 9/13/2017 | 9/26/2017 | 9/27/2017 | 10/4/2017 |
| 9/27/2017 | 10/10/2017 | 10/10/2017 | 10/18/2017 |
| 10/11/2017 | 10/24/2017 | 10/24/2017 | 11/1/2017 |
| 10/25/2017 | 11/7/2017 | **11-06-17\*** | 11/15/2017 |
| 11/8/2017 | 11/21/2017 | **11-17-17\*\*** | 11/29/2017 |
| 11/22/2017 | 12/5/2017 | 12/5/2017 | 12/13/2017 |
| 12/6/2017 | 12/19/2017 | **12-18-17\*** | 12/27/2017 |
| 12/20/2017 | 1/2/2018 | 1/2/2018 | 1/10/2018 |
| 1/3/2018 | 1/16/2018 | 1/16/2018 | 1/24/2018 |
| 1/17/2018 | 01-30-18 | 1/30/2018 | 2/7/2018 |
| 1/31/2018 | 2/13/2018 | **02-12-18\*** | 2/21/2018 |
| 2/14/2018 | 2/27/2018 | 2/27/2018 | 3/7/2018 |
| 2/28/2018 | 3/13/2018 | 3/13/2018 | 3/21/2018 |
| 3/14/2018 | 3/27/2018 | 3/27/2018 | 4/4/2018 |
| 3/28/2018 | 4/10/2018 | 4/10/2018 | 4/18/2018 |
| 4/11/2018 | 4/24/2018 | 4/24/2018 | 5/2/2018 |
| 4/25/2018 | 5/8/2018 | 5/8/2018 | 5/16/2018 |
| 5/9/2018 | 5/22/2018 | **05-21-18\*** | 5/30/2018 |
| 5/23/2018 | 6/5/2018 | 6/5/2018 | 6/13/2018 |
| 6/6/2018 | 6/19/2018 | 6/19/2018 | 6/27/2018 |

**\*Schedule advanced due to holiday**