



Staff & Faculty Payroll Calendar

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LEGEND

AOC - Reconcile 672's with Payroll By
Docks and E-TRAC Changes at Payroll Office By
* Any late docks, contact your Payroll Analyst immediately.
* Late submittals will affect timely pay.

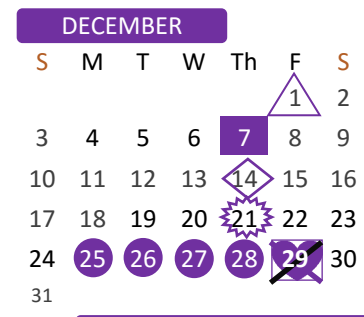
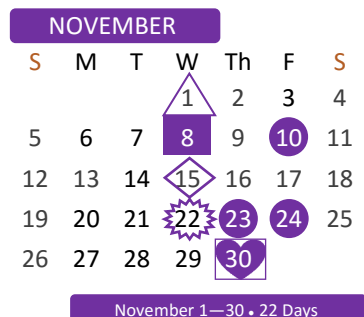
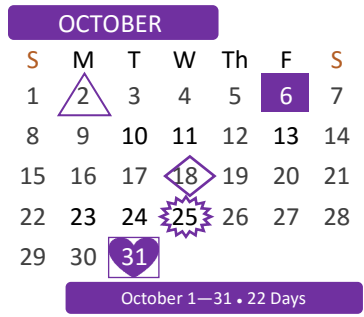
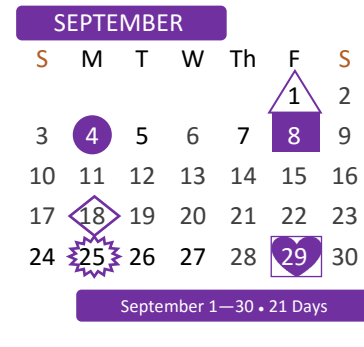
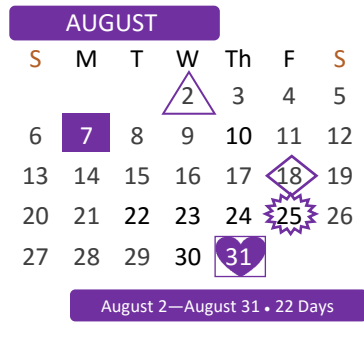
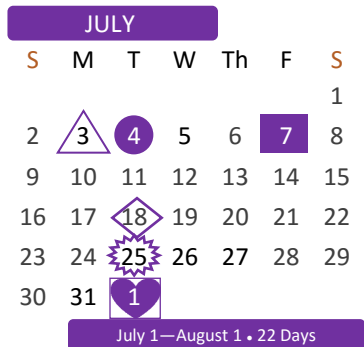
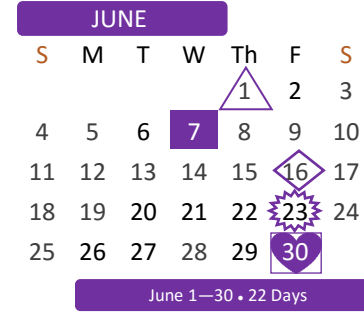
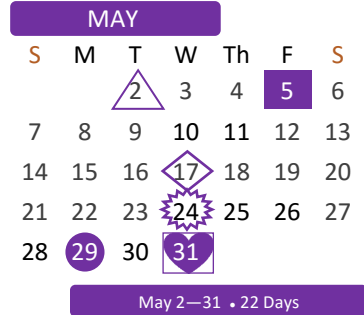
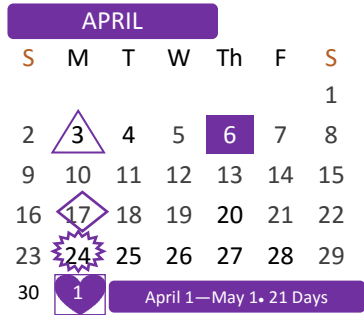
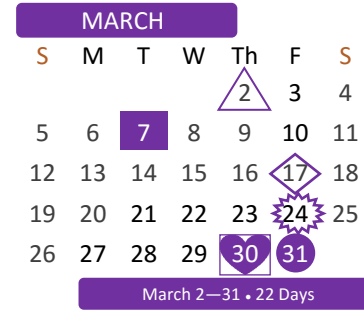
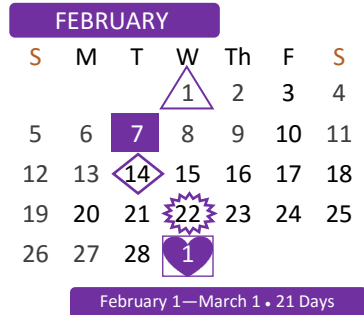
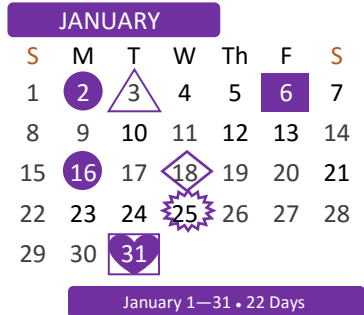
Employee Report Absences in SFSU Gateway By
Absence Management Approval Deadline
Payday
Direct Deposit Posting Date

Holiday
Campus closure

*Pay for special consultants, students and hourly employees, as well as shift differential, stipend and overtime pay, is processed separately. Pay requests received in payroll by the due date will be paid by the 15th of the month.

HOLIDAY OBSERVANCES

- January: New Year's Day, Martin Luther King Jr. Day
March: Cesar Chavez Day
May: Memorial Day
July: Independence Day
September: Labor Day
November: Veterans Day, Thanksgiving, Columbus Day
December: Christmas, Lincoln's Birthday, Presidents' Day, Admission Day, Campus Closure



** Campus Closure December 29, 2017. Employees may use a Personal Holiday, Vacation day, use ADO or CTO, or may elect to be "docked" on that date.