



SAN FRANCISCO  
STATE UNIVERSITY

2021

## Staff & Faculty Payroll Calendar

[www.sfsu.edu](http://www.sfsu.edu)

### 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

<b>January</b>	
New Year's Day .....	January 1
Martin Luther King Jr. Day .....	January 18
<b>March</b>	
Cesar Chavez Day .....	March 31
<b>May</b>	
Memorial Day .....	May 31
<b>July</b>	
Independence Day .....	July 5
<b>September</b>	
Labor Day .....	September 6
<b>November</b>	
Veterans Day .....	November 11
Thanksgiving .....	November 25
President's Day .....	November 26
<b>December</b>	
Christmas .....	December 24
Columbus Day .....	December 27
Lincoln's Birthday .....	December 28
Admission Day .....	December 29
Campus Closure .....	December 30
New Year's Day (2022) .....	December 31

JANUARY						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	January 1—31 • 21 Days					

FEBRUARY						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	February 1—March 1 • 21 Days				

MARCH						
S	M	T	W	Th	F	S
		2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	March 2—31 • 22 Days		

APRIL						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
April 1—30 • 22 Days						

MAY						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	May 1—31 • 21 Days				

JUNE						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	June 1—30 • 22 Days		

JULY						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
July 1—July 31 • 22 Days						

AUGUST						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	August 1—August 31 • 22 Days			

SEPTEMBER						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	September 1—30 • 22 Days	

OCTOBER						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	October 1—November 1 • 22 Days				

NOVEMBER						
S	M	T	W	Th	F	S
		2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	November 2—December 1 • 22 Days		

DECEMBER						
S	M	T	W	Th	F	S
				2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
December 2—31 • 22 Days						