

**THOMAS JEFFERSON SCHOOL OF LAW
2023 PAYROLL SCHEDULE**

**TIMESHEETS ARE DUE BY CLOSE OF BUSINESS ON THE LAST DAY OF EACH PAY PERIOD
UNLESS OTHERWISE NOTED**

Timesheets must be Accurate, Complete & Approved by both the Employee and Supervisor by the due date.

PAY PERIOD DATES:				
PP #	BEGIN	END	TIMESHEETS DUE	PAY DATE
1	12/24/23	01/06/23	01/06/23	01/13/23
2	01/07/23	01/20/23	01/20/23	01/27/23
3	01/21/23	02/03/23	02/03/23	02/10/23
4	02/04/23	02/17/23	02/17/23	02/24/23
5	02/18/23	03/03/23	03/03/23	03/10/23
6	03/04/23	03/17/23	03/17/23	03/24/23
7	03/18/23	03/31/23	03/31/23	04/07/23
8	04/01/23	04/14/23	04/14/23	04/21/23
9	04/15/23	04/28/23	04/28/23	05/05/23
10	04/29/23	05/12/23	05/12/23	05/19/23
11	05/13/23	05/26/23	05/26/23	06/02/23
12	05/27/23	06/09/23	06/09/23	06/16/23
13	06/10/23	06/23/23	06/23/23	06/30/23
14	06/24/23	07/07/23	07/07/23	07/14/23
15	07/08/23	07/21/23	07/21/23	07/28/23
16	07/22/23	08/04/23	08/04/23	08/11/23
17	08/05/23	08/18/23	08/18/23	08/25/23
18	08/19/23	09/01/23	09/01/23	09/08/23
19	09/02/23	09/15/23	09/15/23	09/22/23
20	09/16/23	09/29/23	09/29/23	10/06/23
21	09/30/23	10/13/23	10/13/23	10/20/23
22	10/14/23	10/27/23	10/27/23	11/03/23
23	10/28/23	11/10/23	11/10/23	11/17/23
24	11/11/23	11/24/23	*11/22/23	12/01/23
25	11/25/23	12/08/23	12/08/23	12/15/23
26	12/09/23	12/22/23	*12/19/23	12/29/23
*Indicates timesheets due on an earlier date				