

PART TIME- PAYROLL CHECK PICK UP SCHEDULE

Part-time Faculty, Students, Substitutes, Short-terms, and FWS

VERY IMPORTANT: If payday is on a Friday, it will be available for one-day only. See schedule below.

When picking up your check, please bring your government issued I.D.

| PAY DATE | 1 st DAY HOLD | 2 nd DAY HOLD | MAIL DATE |
|------------|---------------------------------|--------------------------------|---|
| 08/09/2024 | 08/09/2024: 9:00am – 11:00am | N/A | 08/09/2024: After 11am |
| 09/09/2024 | 09/09/2024: 8:30am – 5:00pm | 09/10/2024: 8:30am – 3:00pm | 09/10/2024: After 3pm |
| 10/09/2024 | 10/09/2024: 8:30am – 5:00pm | 10/10/2024: 8:30am – 3:00pm | 10/10/2024: After 3pm |
| 11/12/2024 | 11/12/2024: 8:30am – 5:00pm | 11/13/2024: 8:30am – 3:00pm | 11/13/2024: After 3pm |
| 12/09/2024 | 12/09/2024: 8:30am – 5:00pm | 12/10/2024: 8:30am – 3:00pm | 12/10/2024: After 3pm |
| 01/09/2025 | 01/09/2025: 8:30am – 5:00pm | 01/10/2025: 8:30am – 3:00pm | 01/10/2025: After 3pm |
| 02/10/2025 | 02/10/2025: 8:30am – 5:00pm | 02/11/2025: 8:30am – 3:00pm | 02/11/2025: After 3pm |
| 03/10/2025 | 03/10/2025: 8:30am – 5:00pm | 03/11/2025: 8:30am – 3:00pm | 03/11/2025: After 3pm |
| 04/09/2025 | 04/09/2025: 8:30am – 5:00pm | 04/10/2025: 8:30am – 3:00pm | 04/10/2025: After 3pm |
| 05/09/2025 | 05/09/2025: 8:30am – 3:00pm | N/A | 05/09/2025: After 3pm |
| 06/09/2025 | 06/09/2025: 8:30am – 5:00pm | 06/10/2025: 8:30am – 3:00pm | 06/10/2025: After 3pm |
| 07/09/2025 | 07/09/2025: 7:00am – 5:30pm | 07/10/2025: 7:00am – 3:00pm | 07/10/2025: After 3pm |
| 07/15/2025 | 07/15/2025: 7:00am – 5:30pm | 07/16/2025: 7:00am – 3:00pm | 07/16/2025: After 3pm |