

**2023 Payroll Calendar  
For Web Time Entry / Approvals  
Banner Self Service**

Pay Period	Approved Electronic Timesheet Due Date	Pay Day	
12/24/2022 – 01/06/2023	Monday	January 9, 2023	01/13/2023
01/07/2023 – 01/20/2023	Monday	January 23, 2023	01/27/2023
01/21/2023 – 02/03/2023	Monday	February 6, 2023	02/10/2023
02/04/2023 – 02/17/2023	Monday	February 20, 2023	02/24/2023
02/18/2023 – 03/03/2023	Monday	March 6, 2023	03/10/2023
03/04/2023 – 03/17/2023	Monday	March 20, 2023	03/24/2023
03/18/2023 – 03/31/2023	Monday	April 3, 2023	04/07/2023
04/01/2023 – 04/14/2023	Monday	April 17, 2023	04/21/2023
04/15/2023 – 04/28/2023	Monday	May 1, 2023	05/05/2023
04/29/2023 – 05/12/2023	Monday	May 15, 2023	05/19/2023
05/13/2023 – 05/26/2023	Monday	May 29, 2023	06/02/2023
05/27/2023 – 06/09/2023	Monday	June 12, 2023	06/16/2023
06/10/2023 – 06/23/2023	Monday	June 26, 2023	06/30/2023
06/24/2023 – 07/08/2023	Monday	July 10, 2023	07/14/2023
07/09/2023 – 07/22/2023	Monday	July 24, 2023	07/28/2023
07/23/2023 – 08/05/2023	Monday	August 7, 2023	08/11/2023
08/06/2023 – 08/19/2023	Monday	August 21, 2023	08/25/2023
08/20/2023 – 09/02/2023	Monday	September 4, 2023	09/08/2023
09/03/2023 – 09/16/2023	Monday	September 18, 2023	09/22/2023
09/17/2023 – 09/30/2023	Monday	October 2, 2023	10/06/2023
10/01/2023 – 10/14/2023	Monday	October 16, 2023	10/20/2023
10/15/2023 – 10/28/2023	Monday	October 30, 2023	11/03/2023
10/29/2023 – 11/11/2023	Monday	November 13, 2023	11/17/2023
11/12/2023 – 11/25/2023	Monday	November 27, 2023	12/01/2023
11/26/2023 – 12/09/2023	Monday	December 11, 2023	12/15/2023
12/10/2023 – 12/23/2023	*Friday	December 15, 2023	12/29/2023

**Supervisors Must Electronically Approve Timesheets  
No Later Than 12:00 Noon on the Due Date  
After 12:00 Noon You Will No Longer Be Able to Access Your Timesheet Online**

**\*Dates Subject to Change\***