

**Part-Time & Work-Study Time Sheet Schedule
2007/2008**

Report Hrs Worked in Following Periods	Due to Payroll	Pay Date
July 8 – July 21	July 25	August 10, 2007
July 22 – August 4	August 8	August 24, 2007
August 5 – August 18	August 22	September 7, 2007
August 19 – September 1	September 5	September 21, 2007
September 2 – September 15	September 19	October 5, 2007
September 16 – September 29	October 3	October 19, 2007
September 30 – October 13	October 17	November 2, 2007
October 14 – October 27	October 31	November 16, 2007
*October 28 – November 10	November 13	November 30, 2007
November 11 – November 24	November 28	December 14, 2007
*November 25 – December 8	December 11	December 28, 2007
*December 9 – December 22	January 2	January 11, 2008
December 23 – January 5	January 9	January 25, 2008
January 6 – January 19	January 23	February 8, 2008
January 20 – February 2	February 6	February 22, 2008
February 3 – February 16	February 20	March 7, 2008
February 17 – March 1	March 5	March 21, 2008
March 2 – March 15	March 19	April 4, 2008
*March 16 – March 29	April 7	April 18, 2008
March 30 – April 12	April 16	May 2, 2008
April 13 – April 26	April 30	May 16, 2008
April 27 – May 10	May 14	May 30, 2008
May 11 – May 24	May 28	June 13, 2008
May 25 – June 7	June 11	June 27, 2008
June 8 – June 21	June 25	July 11, 2008
June 22 – June 30	July 3	July 25, 2008
July 1 - July 5	July 9	July 25, 2008

*** Early Processing due to Holiday.**

****It is imperative to submit time sheets by the Due Date. Any time sheets received after the Due Date will be processed on the next payroll.****