

Daemen University Employee & Faculty Payroll Schedule 2023-2024

WEEK	PAY PERIOD	DUE DATE	PAY DATE
35	Aug. 13 – Aug. 26	Aug. 28	Sept. 1
37	Aug. 27 – Sept. 9	Sept. 11	Sept. 15
39	Sept. 10 – Sept. 23	Sept. 25	Sept. 29
41	Sept. 24 – Oct. 7	Tuesday Oct. 10	Oct. 13
43	Oct. 8 – Oct. 21	Oct. 23	Oct. 27
45	Oct. 22 – Nov. 4	Nov. 6	Nov. 10
47	Nov. 5 – Nov. 18	Nov. 20	Nov. 24
49	Nov. 19 – Dec. 2	Dec. 4	Dec. 8
51	Dec. 3 – Dec. 16	Dec. 18	Dec. 22
1	Dec. 17 – Dec. 30	Tuesday Jan. 2	Jan. 5
3	Dec. 31 – Jan. 13	Tuesday Jan. 16	Jan. 19
5	Jan. 14 – Jan. 27	Jan. 29	Feb. 2
7	Jan. 28 – Feb. 10	Feb. 12	Feb. 16
9	Feb. 11 – Feb. 24	Feb. 26	Mar. 1
11	Feb. 25 – Mar. 9	Mar. 11	Mar. 15
13	Mar. 10 – Mar. 23	Mar. 25	Mar. 29
15	Mar. 24 – Apr. 6	Apr. 8	Apr. 12
17	Apr. 7 – Apr. 20	Apr. 22	Apr. 26
19	Apr. 21 – May 4	May 6	May 10
21	May 5 – May 18	May 20	May 24
23	May 19 – June 1	June 3	June 7
25	June 2 – June 15	June 17	June 21
27	June 16 – June 29	July 1	July 5
29	June 30 – July 13	July 15	July 19
31	July 14 – July 27	July 29	Aug. 2
33	July 28 – Aug. 10	Aug. 12	Aug. 16
35	Aug. 11 – Aug. 24	Aug. 26	Aug. 30

Supervisors need to approve timecards by NOON on the due dates listed above and are responsible for ensuring their accuracy. (Employees working OVER 6 hours per day, *BY LAW*, must take at least a half hour lunch.)

Please put due date reminders in your Google calendars!