

- § Direct Deposit Posting Date
- * Intermittent Hours, Late Student Time Sheet, Overtime, Shift Differential, and Leave Usage forms due in Payroll, 4 p.m.
- Student Employee Payday
- ! ISA hours entered online by midnight
- ; ISA online payroll approval
- ~ Special Pay Request and late ISA Time Sheet due in Payroll
- ! Deadline to submit employment actions to HR and AP. *Changes received after this date may result in an inaccurate/late paycheck and deductions (including benefits).*
- ▲ Last Day to Approve Student Payroll Online

- Overtime, Shift Differential, and Late Student Payday, 3 p.m. @
- Deadline for reporting DOCKS and Withholding Changes. %
- Changes received after this date may cause an inaccurate paycheck.*
- Initial Master Payroll Certification (MPC) #
- Intermittent (Hourly), ISA and Disability Employee Payday, 3 p.m. ●
- Special Pay (i.e., SC101) and Late ISA Payday ()
- Final Master Payroll Certification (MPC) ?
- Faculty/Staff Payday, 3 p.m. ○
- Holiday (Campus Closed) ■

January 2009							Days 21
S	M	T	W	T	F	S	
				1	2*	3	
4	5	6	7	8	9~	10	
11	12!	13	14▲	15@	16#	17	
18	19#	20	21	22	23	24	
25	26 ⁰	27	28?	29			

February 2009							Days 21
S	M	T	W	T	F	S	
					30*	31	
1	2	3	4	5	6	7	
8	9	10~	11!	12	13	14	
15	16	17#	18#	19	20	21	
22	23	24 ⁰	25?	26?	27	28	

March 2009							Days 22
S	M	T	W	T	F	S	
1	2*	3	4	5	6	7	
8	9	10~	11!	12	13	14	
15	16@	17	18#	19##	20	21	
22	23	24 ⁰	25?	26	27?	28	
29	30	31					

April 2009							Days 22
S	M	T	W	T	F	S	
			1*	2	3	4	
5	6	7	8	9	10~	11	
12	13	14!	15▲	16	17	18	
19	20#	21##	22@	23	24 ⁰	25	
26	27	28	29?	30			

May 2009							Days 21
S	M	T	W	T	F	S	
					1*	2	
3	4	5	6	7	8	9	
10	11~	12!	13▲	14	15@	16	
17	18#	19##	20	21	22	23	
24	25	26 ⁰	27	28?	29	30	

June 2009							Days 22
S	M	T	W	T	F	S	
	1*	2	3	4	5	6	
7	8	9	10~	11	12	13	
14	15!	16▲	17#	18##	19	20	
21	22	23	24 ⁰	25?	26	27	
28	29?	30					

July 2009							Days 22
S	M	T	W	T	F	S	
			1*	2	3	4	
5	6	7	8	9	10~	11	
12	13	14!	15▲	16	17	18	
19	20#	21##	22@	23	24 ⁰	25	
26	27	28	29?	30			

August 2009							Days 22
S	M	T	W	T	F	S	
					31*	1	
2	3	4	5	6	7	8	
9	10~	11!	12	13	14!	15	
16	17	18	19#	20##	21	22	
23	24	25 ⁰	26	27	28?	29	

September 2009							Days 22
S	M	T	W	T	F	S	
		1*	2	3	4	5	
6	7	8	9	10~	11	12	
13	14!	15▲	16	17	18#	19	
20	21#	22@	23	24 ⁰	25?	26	
27	28	29?	30				

October 2009							Days 22
S	M	T	W	T	F	S	
				1*	2	3	
4	5	6	7	8	9~	10	
11	12	13	14!	15▲	16	17	
18	19	20#	21##	22@	23	24	
25	26 ⁰	27	28	29?	30	31	

November 2009							Days 22
S	M	T	W	T	F	S	
1	2*	3	4	5	6	7	
8	9	10~	11!	12	13	14	
15	16#	17##	18	19	20	21	
22	23	24 ⁰	25?	26	27	28	
29	30?	1					

December 2009							Days 22
S	M	T	W	T	F	S	
			2*	3	4	5	
6	7	8	9	10~	11	12	
13	14!	15▲	16	17#	18##	19	
20	21	22@	23 ⁰	24?	25	26	
27	28	29?	30	31			

- Holidays for 2009**
- New Year's Day, 2009..... Thursday, January 1, 2009
 - Martin Luther King, Jr.'s Birthday observed..... Monday, January 19
 - Washington's Birthday observed..... Monday, February 16
 - Cesar Chavez's Birthday observed..... Tuesday, March 31
 - Memorial Day observed..... Monday, May 25
 - Independence Day..... Friday, July 3
 - Labor Day observed..... Monday, September 7
 - Veteran's Day observed..... Wednesday, November 11
 - Academic Holiday..... Wednesday, November 25
 - Thanksgiving Day..... Thursday, November 26
 - Lincoln's Birthday observed..... Friday, November 27

- California Admission Day observed..... Thursday, December 24
- Christmas Day..... Friday, December 25
- Columbus Day observed..... Thursday, December 31
- New Year's Day, 2010..... Friday, January 1, 2010

- Academic Quarters**
- Winter Quarter..... January 5 - March 23 (54 days)
 - Spring Quarter..... March 30 - June 13 (54 days)
 - Summer Quarter..... June 22 - September 4 (54 days)
 - Fall Quarter..... September 14 - December 12 (62 days)