

2019 PAYROLL CALENDAR - HOURLY EMPLOYEES

ENTER AND SUBMIT TIME EVERY THURSDAY

Pay Period Begins	Pay Period Ends	Supervisor Deadline	Pay Date
12/14/18	12/27/18	12/28/18	01/15/19
12/28/18	01/10/19	01/11/19	01/31/19
01/11/19	01/24/19	01/25/19	02/15/19
01/25/19	02/07/19	02/08/19	02/28/19
02/08/19	02/21/19	02/22/19	03/15/19
02/22/19	03/07/19	03/08/19	03/29/19
*03/8/2019	04/04/19	04/05/19	04/15/19
04/05/19	04/18/19	04/19/19	04/30/19
04/19/19	05/02/19	05/03/19	05/15/19
05/03/19	05/16/19	05/17/19	05/31/19
05/17/19	05/30/19	05/31/19	06/14/19
05/31/19	06/13/19	06/14/19	06/28/19
06/14/19	06/27/19	06/28/19	07/15/19
06/28/19	07/11/19	07/12/19	07/31/19
07/12/19	07/25/19	07/26/19	08/15/19
07/26/19	08/08/19	08/09/19	08/30/19
*08/9/2019	09/05/19	09/06/19	09/13/19
09/06/19	09/19/19	09/20/19	09/30/19
09/20/19	10/03/19	10/04/19	10/15/19
10/04/19	10/17/19	10/18/19	10/31/19
10/18/19	10/31/19	11/01/19	11/15/19
11/01/19	11/14/19	11/15/19	11/29/19
11/15/19	11/28/19	11/29/19	12/13/19
11/29/19	12/12/19	12/13/19	12/31/19
12/13/19	12/26/19	12/27/19	01/15/20

***Pay periods listed in purple indicate four weeks of time will be included on the paycheck. The pay frequency is semi-monthly, and all deductions remain the same.**

DISCLAIMER: Payroll does not submit or approve time entries on behalf of employees. Failure to enter, submit or approve time by the stated deadlines may result in delayed paychecks.

Questions? Email the Payroll Office at payroll@floridapoly.edu or call 863-333-0802