

**GRAMBLING STATE UNIVERSITY
PAYROLL DEPARTMENT
2024 Payroll Schedule**

Web Timesheet Due Dates are Tentative

PAYROLL ID	PAYROLL NUMBER	PAY PERIOD		WEB TIMESHEET DUE DATE	PAYDATE
		START DATE	ENDING DATE		
MONTHLY	1	1-Jan-24	31-Jan-24	18-Jan-24	31-Jan-24
MONTHLY	2	1-Feb-24	29-Feb-24	20-Feb-24	29-Feb-24
MONTHLY	3	1-Mar-24	31-Mar-24	20-Mar-24	28-Mar-24
MONTHLY	4	1-Apr-24	30-Apr-24	17-Apr-24	30-Apr-24
MONTHLY	5	1-May-24	31-May-24	15-May-24	31-May-24
MONTHLY	6	1-Jun-24	30-Jun-24	20-Jun-24	28-Jun-24
MONTHLY	7	1-Jul-24	31-Jul-24	17-Jul-24	31-Jul-24
MONTHLY	8	1-Aug-24	31-Aug-24	20-Aug-24	30-Aug-24
MONTHLY	9	1-Sep-24	30-Sep-24	18-Sep-24	30-Sep-24
MONTHLY	10	1-Oct-24	31-Oct-24	16-Oct-24	31-Oct-24
MONTHLY	11	1-Nov-24	30-Nov-24	13-Nov-24	30-Nov-24
MONTHLY	12	1-Dec-24	31-Dec-24	3-Dec-24	31-Dec-24

Designated Holiday

<i>Jan 1 - New Year's Day</i>	<i>Jan 15 - MLK Day</i>	<i>Feb 13 - Mardi Gras</i>
<i>Apr 1 - Easter Monday</i>	<i>May 27 - Memorial Day</i>	<i>June 19 - Juneteenth</i>
<i>July 4 - Independence Day</i>	<i>Sept 2 - Labor Day</i>	<i>Nov 27 - Thanksgiving Break</i>
<i>Nov 28 - Thanksgiving Day</i>	<i>Dec 23 - Christmas Break</i>	<i>Dec 24 - Christmas Break</i>
<i>Dec 25 - Christmas Break</i>	<i>Dec - 31 New Year's Eve</i>	

Banner Web timesheets is due at Noon, on the Web Timesheet Due Date

Supervisor should approved Banner Web Timesheet before 5pm on the Web Timesheet Due Date

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PAYROLL ID	PAYROLL NUMBER	PAY PERIOD		WEB TIMESHEET DUE DATE	PAYDATE
		START DATE	ENDING DATE		
BIWEEKLY	1	23-Dec-23	5-Jan-24	8-Jan-24	12-Jan-24
BIWEEKLY	2	6-Jan-24	19-Jan-24	22-Jan-24	26-Jan-24
BIWEEKLY	3	20-Jan-24	2-Feb-24	5-Feb-24	9-Feb-24
BIWEEKLY	4	3-Feb-24	16-Feb-24	19-Feb-24	23-Feb-24
BIWEEKLY	5	17-Feb-24	1-Mar-24	4-Mar-24	8-Mar-24
BIWEEKLY	6	2-Mar-24	15-Mar-24	18-Mar-24	22-Mar-24
BIWEEKLY	7	16-Mar-24	29-Mar-24	1-Apr-24	5-Apr-24
BIWEEKLY	8	30-Mar-24	12-Apr-24	15-Apr-24	19-Apr-24
BIWEEKLY	9	13-Apr-24	26-Apr-24	29-Apr-24	3-May-24
BIWEEKLY	10	27-Apr-24	10-May-24	13-May-24	17-May-24
BIWEEKLY	11	11-May-24	24-May-24	27-May-24	31-May-24
BIWEEKLY	12	25-May-24	7-Jun-24	10-Jun-24	14-Jun-24
BIWEEKLY	13	8-Jun-24	21-Jun-24	24-Jun-24	28-Jun-24
BIWEEKLY	14	22-Jun-24	5-Jul-24	8-Jul-24	12-Jul-24
BIWEEKLY	15	6-Jul-24	19-Jul-24	22-Jul-24	26-Jul-24
BIWEEKLY	16	20-Jul-24	2-Aug-24	5-Aug-24	9-Aug-24
BIWEEKLY	17	3-Aug-24	16-Aug-24	19-Aug-24	23-Aug-24
BIWEEKLY	18	17-Aug-24	30-Aug-24	2-Sep-24	6-Sep-24
BIWEEKLY	19	31-Aug-24	13-Sep-24	16-Sep-24	20-Sep-24
BIWEEKLY	20	14-Sep-24	27-Sep-24	30-Sep-24	4-Oct-24
BIWEEKLY	21	28-Sep-24	11-Oct-24	14-Oct-24	18-Oct-24
BIWEEKLY	22	12-Oct-24	25-Oct-24	28-Oct-24	1-Nov-24
BIWEEKLY	23	26-Oct-24	8-Nov-24	11-Nov-24	15-Nov-24
BIWEEKLY	24	9-Nov-24	22-Nov-24	20-Nov-24	29-Nov-24
BIWEEKLY	25	23-Nov-24	6-Dec-24	9-Dec-24	13-Dec-24
BIWEEKLY	26	7-Dec-24	20-Dec-24	9-Dec-24	27-Dec-24

Designated Holiday

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<i>Apr 1 - Easter Monday</i>	<i>May 27 - Memorial Day</i>	<i>June 19 - Juneteenth</i>
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PAYROLL ID	PAYROLL NUMBER	PAY PERIOD		WEB TIMESHEET DUE DATE	PAYDATE
		START DATE	ENDING DATE		
STUDENT	1	16-Dec-23	29-Dec-23	3-Jan-24	5-Jan-24
STUDENT	2	30-Dec-23	12-Jan-24	16-Jan-24	19-Jan-24
STUDENT	3	13-Jan-24	26-Jan-24	29-Jan-24	2-Feb-24
STUDENT	4	27-Jan-24	9-Feb-24	12-Feb-24	16-Feb-24
STUDENT	5	10-Feb-24	23-Feb-24	26-Feb-24	1-Mar-24
STUDENT	6	24-Feb-24	8-Mar-24	11-Mar-24	15-Mar-24
STUDENT	7	9-Mar-24	22-Mar-24	25-Mar-24	28-Mar-24
STUDENT	8	23-Mar-24	5-Apr-24	8-Apr-24	12-Apr-24
STUDENT	9	6-Apr-24	19-Apr-24	22-Apr-24	26-Apr-24
STUDENT	10	20-Apr-24	3-May-24	6-May-24	10-May-24
STUDENT	11	4-May-24	17-May-24	20-May-24	24-May-24
STUDENT	12	18-May-24	31-May-24	3-Jun-24	7-Jun-24
STUDENT	13	1-Jun-24	14-Jun-24	17-Jun-24	21-Jun-24
STUDENT	14	15-Jun-24	28-Jun-24	1-Jul-24	5-Jul-24
STUDENT	15	29-Jun-24	12-Jul-24	15-Jul-24	19-Jul-24
STUDENT	16	13-Jul-24	26-Jul-24	29-Jul-24	2-Aug-24
STUDENT	17	27-Jul-24	9-Aug-24	12-Aug-24	16-Aug-24
STUDENT	18	10-Aug-24	23-Aug-24	26-Aug-24	30-Aug-24
STUDENT	19	24-Aug-24	6-Sep-24	9-Sep-24	13-Sep-24
STUDENT	20	7-Sep-24	20-Sep-24	23-Sep-24	27-Sep-24
STUDENT	21	21-Sep-24	4-Oct-24	7-Oct-24	11-Oct-24
STUDENT	22	5-Oct-24	18-Oct-24	21-Oct-24	25-Oct-24
STUDENT	23	19-Oct-24	1-Nov-24	4-Nov-24	8-Nov-24
STUDENT	24	2-Nov-24	15-Nov-24	18-Nov-24	22-Nov-24
STUDENT	25	16-Nov-24	29-Nov-24	2-Dec-24	6-Dec-24
STUDENT	26	30-Nov-24	13-Dec-24	16-Dec-24	20-Dec-24

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<i>Nov 28 - Thanksgiving Day</i>	<i>Dec 23 - Christmas Break</i>	<i>Dec 24 - Christmas Break</i>
<i>Dec 25 - Christmas Break</i>	<i>Dec - 31 New Year's Eve</i>	

Students time is due at Noon, on the Web Timesheet Due Date

Supervisor should approved their students Web Timesheet before 5pm on the Web Timesheet Due Date