

## **PART TIME- PAYROLL CHECK PICK UP SCHEDULE**

Part-time Faculty, Students, Substitutes, Short-terms, and FWS

**VERY IMPORTANT:** If payday is on a Friday, it will be available for one-day only. See schedule below.

***When picking up your check, please bring your government issued I.D.***

PAY DATE	1 <sup>st</sup> DAY HOLD	2 <sup>nd</sup> DAY HOLD	MAIL DATE
08/09/2024	08/09/2024: 9:00am – 11:00am	N/A	08/09/2024: After 11am
09/09/2024	09/09/2024: 8:30am – 5:00pm	09/10/2024: 8:30am – 3:00pm	09/10/2024: After 3pm
10/09/2024	10/09/2024: 8:30am – 5:00pm	10/10/2024: 8:30am – 3:00pm	10/10/2024: After 3pm
11/12/2024	11/12/2024: 8:30am – 5:00pm	11/13/2024: 8:30am – 3:00pm	11/13/2024: After 3pm
12/09/2024	12/09/2024: 8:30am – 5:00pm	12/10/2024: 8:30am – 3:00pm	12/10/2024: After 3pm
01/09/2025	01/09/2025: 8:30am – 5:00pm	01/10/2025: 8:30am – 3:00pm	01/10/2025: After 3pm
02/10/2025	02/10/2025: 8:30am – 5:00pm	02/11/2025: 8:30am – 3:00pm	02/11/2025: After 3pm
03/10/2025	03/10/2025: 8:30am – 5:00pm	03/11/2025: 8:30am – 3:00pm	03/11/2025: After 3pm
04/09/2025	04/09/2025: 8:30am – 5:00pm	04/10/2025: 8:30am – 3:00pm	04/10/2025: After 3pm
05/09/2025	05/09/2025: 8:30am – 3:00pm	N/A	05/09/2025: After 3pm
06/09/2025	06/09/2025: 8:30am – 5:00pm	06/10/2025: 8:30am – 3:00pm	06/10/2025: After 3pm
07/09/2025	07/09/2025: 7:00am – 5:30pm	07/10/2025: 7:00am – 3:00pm	07/10/2025: After 3pm
07/15/2025	07/15/2025: 7:00am – 5:30pm	07/16/2025: 7:00am – 3:00pm	07/16/2025: After 3pm