

# 2018 BI-WEEKLY PAYROLL SCHEDULE

<https://work.duke.edu/irj/portal/MyTime>

*STUDENT time cards are requested ASAP on the ETC DUE date.*

*STAFF time cards are due BEFORE you leave the building on the ETC DUE date.*

*Contact Cathy if you have any questions at [perkins@law.duke.edu](mailto:perkins@law.duke.edu) or 919-613-7174*

<u>PAY PERIOD</u>	<u>WEEK 1</u>	<u>WEEK 2</u>	<b>ETC DUE FRIDAY</b>	<u>PAYDATE</u>
01/18	12/11/17 - 12/17/17	12/18/17 - 12/24/17	* 12/21/17	01/05/18
02/18	12/25/17 - 12/31/17	01/01/18 - 01/07/18	01/05/18	01/19/18
03/18	01/08/18 - 01/14/18	01/15/18 - 01/21/18	01/19/18	02/02/18
04/18	01/22/18 - 01/28/18	01/29/18 - 02/04/18	02/02/18	02/16/18
05/18	02/05/18 - 02/11/18	02/12/18 - 02/18/18	02/16/18	03/02/18
06/18	02/19/18 - 02/25/18	02/26/18 - 03/04/18	03/02/18	03/16/18
07/18	03/05/18 - 03/11/18	03/12/18 - 03/18/18	03/16/18	03/30/18
08/18	03/19/18 - 03/25/18	03/26/18 - 04/01/18	03/30/18	04/13/18
09/18	04/02/18 - 04/08/18	04/09/18 - 04/15/18	04/13/18	04/27/18
10/18	04/16/18 - 04/22/18	04/23/18 - 04/29/18	04/27/18	05/11/18
11/18	04/30/18 - 05/06/18	05/07/18 - 05/13/18	05/11/18	05/25/18
12/18	05/14/18 - 05/20/18	05/21/18 - 05/27/18	05/25/18	06/08/18
13/18	05/28/18 - 06/03/18	06/04/18 - 06/10/18	06/08/18	06/22/18
14/18	06/11/18 - 06/17/18	06/18/18 - 06/24/18	06/22/18	07/06/18
15/18	06/25/18 - 07/01/18	07/02/18 - 07/08/18	07/06/18	07/20/18
16/18	07/09/18 - 07/15/18	07/16/18 - 07/22/18	07/20/18	08/03/18
17/18	07/23/18 - 07/29/18	07/30/18 - 08/05/18	08/03/18	08/17/18
19/18	08/06/18 - 08/12/18	08/13/18 - 08/19/18	08/17/18	08/31/18
20/18	08/20/18 - 08/26/18	08/27/18 - 09/02/18	08/31/18	09/14/18
21/18	09/03/18 - 09/09/18	09/10/18 - 09/16/18	09/14/18	09/28/17
22/18	09/17/18 - 09/23/18	09/24/18 - 09/30/18	09/28/17	10/12/18
23/18	10/01/17 - 10/07/18	10/08/18 - 10/14/18	10/12/18	10/26/18
24/18	10/15/18 - 10/21/18	10/22/18 - 10/28/18	10/26/18	11/09/18
25/18	10/29/18 - 11/04/18	11/05/18 - 11/11/18	11/09/18	* 11/21/18
26/18	11/12/18 - 11/18/18	11/19/18 - 11/25/18	* 11/21/18	12/07/18
01/19	11/26/18 - 12/02/18	12/03/18 - 12/09/18	12/07/18	12/21/18
02/19	12/10/18 - 12/16/18	12/17/18 - 12/23/18	12/21/18	01/04/19
03/19	12/24/18 - 12/30/18	12/31/18 - 01/06/19	01/04/19	01/18/19
04/19	01/07/19 - 01/13/19	01/14/19 - 01/20/19	01/18/19	02/01/19
05/19	01/21/19 - 01/27/19	01/28/19 - 02/03/19	02/01/19	02/15/19
06/19	02/04/19 - 02/10/19	02/11/19 - 02/17/18	02/15/19	03/01/19