

STUDENT

BI - WEEKLY PAYROLL SCHEDULE 2015

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

TIME CARDS ARE **DUE NO LATER THAN 10 AM ON FRIDAY MORNING** OF THE SECOND WEEK OF THE PAY PERIOD. IF YOU ARE WORKING OVER THE WEEKEND REPORT YOUR PROJECTED HOURS FOR FRIDAY - SUNDAY.

Contact Cathy if you have any questions at perkins@law.duke.edu or 919-613-7174

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