

**Roger Williams University and School of Law
Staff and Faculty Payroll Cut Off Calendar
2016**

JANUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	\$	9
10	11	12	13	14	15	16
17	18	19	20	21	\$	23
24	25	26	27	28	29	30
31						

FEBRUARY						
S	M	T	W	T	F	S
	1	2	3	4	\$	6
7	8	9	10	11	12	13
14	15	16	17	18	\$	20
21	22	23	24	25	26	27
28	29					

MARCH						
S	M	T	W	T	F	S
		1	2	3	\$	5
6	7	8	9	10	11	12
13	14	15	16	17	\$	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
					\$	2
3	4	5	6	7	8	9
10	11	12	13	14	\$	16
17	18	19	20	21	22	23
24	25	26	27	28	\$	30

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	\$	14
15	16	17	18	19	20	21
22	23	24	25	26	\$	28
29	30	31				

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	\$	11
12	13	14	15	16	17	18
19	20	21	22	23	\$	25
26	27	28	29	30		

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	\$	9
10	11	12	13	14	15	16
17	18	19	20	21	\$	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	\$	6
7	8	9	10	11	12	13
14	15	16	17	18	\$	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	\$	3
4	5	6	7	8	9	10
11	12	13	14	15	\$	17
18	19	20	21	22	23	24
25	26	27	28	29	\$	

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	\$	15
16	17	18	19	20	21	22
23	24	25	26	27	\$	29
30	31					

NOVEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	\$	12
13	14	15	16	17	18	19
20	21	22	23	24	\$	26
27	28	29	30			

DECEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	\$	10
11	12	13	14	15	16	17
18	19	20	21	22	\$	24
25	26	27	28	29	30	31



Denotes HR Cutoff Date for
Data Entry

Leave of Absence
Supervisor Change



Denotes Payroll Cutoff Date for
Payroll Data Entry.

W-4
Direct Deposit



Denotes Finance Date for
Payroll Cutoff

Additional Positions
Rehires
Status or Schedule Change
Position Extension
Stipend Payment
Rate Change