

## Personnel Transactions Data Entry Deadline Schedule

PAY CHECK NUMBER	PAY DATE	SERVICE PERIOD	DATA ENTRY DATES	EPAF TRANSACTION MUST BE APPROVED AND APPLIED NO LATER THAN 5:00PM
01	01/14/15	12/22/14 - 01/04/15 BW 01/01/15 - 01/18/15 9M	12/22/14 - 12/24/14 (All Transactions)	12/24/14
02	01/28/15	01/05/15 - 01/18/15 BW 01/19/15 - 02/01/15 9M 01/01/15 - 01/15/15 WE	01/05/15 - 01/07/15 (Future Transactions ONLY) 01/08/15 - 01/16/15 (All Transactions)	01/16/15
03	02/11/15	01/19/15 - 02/01/15 BW 02/02/15 - 02/15/15 9M 01/16/15 - 01/31/15 WE	01/20/15 - 01/21/15 (Future Transactions ONLY)*** 01/22/15 - 01/30/15 (All Transactions)	01/30/15
04	02/25/15	02/02/15 - 02/15/15 BW 02/16/15 - 03/01/15 9M 02/01/15 - 02/15/15 WE	02/02/15 - 02/04/15 (Future Transactions ONLY) 02/05/15 - 02/13/15 (All Transactions)	02/13/15
05	03/11/15	02/16/15 - 03/01/15 BW 03/02/15 - 03/15/15 9M 02/16/15 - 02/28/15 WE	02/16/15 - 02/18/15 (Future Transactions ONLY) 02/19/15 - 02/27/15 (All Transactions)	02/27/15
06	03/25/15	03/02/15 - 03/15/15 BW 03/16/15 - 03/29/15 9M 03/01/15 - 03/15/15 WE	03/02/15 - 03/04/15 (Future Transactions ONLY) 03/05/15 - 03/13/15 (All Transactions)	03/13/15
07	04/08/15	03/16/15 - 03/29/15 BW 03/30/15 - 04/12/15 9M 03/16/15 - 03/31/15 WE	03/16/15 - 03/18/15 (Future Transactions ONLY) 03/19/15 - 03/27/15 (All Transactions)	03/27/15
08	04/22/15	03/30/15 - 04/12/15 BW 04/13/15 - 04/26/15 9M 04/01/15 - 04/15/15 WE	03/30/15 - 04/01/15 (Future Transactions ONLY) 04/02/15 - 04/10/15 (All Transactions)	04/10/15
09	05/06/15	04/13/15 - 04/26/15 BW 04/27/15 - 05/10/15 9M 04/16/15 - 05/05/15 WE	04/13/15 - 04/15/15 (Future Transactions ONLY) 04/16/15 - 04/24/15 (All Transactions)	04/24/15
10	05/20/15	04/27/15 - 05/10/15 BW 05/11/15 - 05/15/15 9M	04/27/15 - 04/29/15 (Future Transactions ONLY) 04/30/15 - 05/08/15 (All Transactions)	05/08/15
11	06/03/15	05/11/15 - 05/24/15 BW 05/06/15 - 05/16/15 SE, CE	05/11/15 - 05/13/15 (Future Transactions ONLY) 05/14/15 - 05/22/15 (All Transactions)	05/22/15
12	06/17/15	05/25/15 - 06/07/15 BW 05/17/15 - 05/31/15 SE, CE	05/26/15 - 05/27/15 (Future Transactions ONLY)*** 05/28/15 - 06/05/15 (All Transactions)	06/05/15
13	07/01/15	06/08/15 - 06/21/15 BW 06/01/15 - 06/27/15 SE, CE	06/08/15 - 06/10/15 (Future Transactions ONLY) 06/11/15 - 06/19/15 (All Transactions)	06/19/15
14	07/15/15	06/22/15 - 07/05/15 BW 06/28/15 - 07/15/15 UE, CE	06/22/15 - 06/24/15 (Future Transactions ONLY) 06/25/15 - 07/02/15 (All Transactions)***	07/02/15
15	07/29/15	07/06/15 - 07/19/15 BW 07/16/15 - 07/31/15 UE, CE	07/06/15 - 07/08/15 (Future Transactions ONLY) 07/09/15 - 07/17/15 (All Transactions)	07/17/15
16	08/12/15	07/20/15 - 08/02/15 BW 08/01/15 - 08/25/15 UE, CE	07/20/15 - 07/22/15 (Future Transactions ONLY) 07/23/15 - 07/31/15 (All Transactions)	07/31/15
17	08/26/15	08/03/15 - 08/16/15 BW 08/19/15 - 09/01/15 9M	08/03/15 - 08/05/15 (Future Transactions ONLY) 08/06/15 - 08/14/15 (All Transactions)	08/14/15
18	09/09/15	08/17/15 - 08/30/15 BW 09/02/15 - 09/15/15 9M	08/17/15 - 08/19/15 (Future Transactions ONLY) 08/20/15 - 08/28/15 (All Transactions)	08/28/15
19	09/23/15	08/31/15 - 09/13/15 BW 09/16/15 - 09/29/15 9M 08/19/15 - 09/15/15 FE	08/31/15 - 09/02/15 (Future Transactions ONLY) 09/03/15 - 09/11/15 (All Transactions)***	09/11/15
20	10/07/15	09/14/15 - 09/27/15 BW 09/30/15 - 10/13/15 9M 09/16/15 - 09/30/15 FE	09/14/15 - 09/16/15 (Future Transactions ONLY) 09/17/15 - 09/25/15 (All Transactions)	09/25/15
21	10/21/15	09/28/15 - 10/11/15 BW 10/14/15 - 10/28/15 9M 10/01/15 - 10/15/15 FE	09/28/15 - 09/30/15 (Future Transactions ONLY) 10/01/15 - 10/09/15 (All Transactions)	10/09/15

