



Bi-Weekly 12-Month Payroll Deductions for 2013 Calendar Year

Pay Number	Deduction Pay Date	Medical Coverage Period
26	12/19/12	1st Half of January
01	01/02/13	2nd Half of January
02	01/16/13	1st Half of February
03	01/30/13	2nd Half of February
04	02/13/13	1st Half of March
05	02/27/13	2nd Half of March
06	03/13/13	1st Half of April
07	03/27/13	2nd Half of April
08	04/10/13	1st Half of May
09	04/24/13	No medical deduction
10	05/08/13	2nd Half of May
11	05/22/13	1st Half of June
12	06/05/13	2nd Half of June
13	06/19/13	1st Half of July
14	07/03/13	2nd Half of July
15	07/17/13	1st Half of August
16	07/31/13	2nd Half of August
17	08/14/13	No medical deduction
18	08/28/13	1st Half of September
19	09/11/13	2nd Half of September
20	09/25/13	1st Half of October
21	10/09/13	2nd Half of October
22	10/23/13	1st Half of November
23	11/06/13	2nd Half of November
24	11/20/13	1st Half of December
25	12/04/13	No medical deduction
26	12/18/13	2nd Half of December
27	12/31/13	1st Half of January 2014

Monitoring Payroll Deductions

The employee has a responsibility to periodically review their dependent coverage and regularly review online paycheck stubs to verify that the proper amount of money for benefit elections are being deducted from their pay. The University is not responsible for any excess contributions made because the employee failed to provide proper notification of ineligibility of a dependent. All notifications must be submitted in writing to Total Compensation and Wellness. You should keep copies of all forms turned in as well as all official University notices.

To monitor your coverage, check your Benefits Statement by logging into Pipeline. Click 'Employee' tab, then click 'Benefits and Deduction' in the 'Employee Self Service' section.

To monitor your deductions, check your Pay Stub by logging into Pipeline. Click 'Employee' tab, then click 'Pay Stub' in the 'Employee Self Service' section.

