

July 2017 – June 2018 Semi-Monthly PAC Absence Processing Schedule

Employee Absence Submission/Manager Absence Approval Deadline—5pm	Payroll Period Begin	Payroll Period End	Check Date	View Updated Absence Balances on Web
Friday, July 14, 2017	7/1/2017	7/15/2017	7/14/2017	7/18/2017
Monday, July 31, 2017	7/16/2017	7/31/2017	7/31/2017	8/3/2017*
Tuesday, August 15, 2017	8/1/2017	8/15/2017	8/15/2017	8/17/2017
Thursday, August 31, 2017	8/16/2017	8/31/2017	8/31/2017	9/2/2017*
Friday, September 15, 2017	9/1/2017	9/15/2017	9/15/2017	9/19/2017
Friday, September 29, 2017	9/16/2017	9/30/2017	9/29/2017	10/3/2017*
Friday, October 13, 2017	10/1/2017	10/15/2017	10/13/2017	10/17/2017
Tuesday, October 31, 2017	10/16/2017	10/31/2017	10/31/2017	11/2/2017*
Wednesday, November 15, 2017	11/1/2017	11/15/2017	11/15/2017	11/17/2017
Thursday, November 30, 2017	11/16/2017	11/30/2017	11/30/2017	12/2/2017*
Friday, December 15, 2017	12/1/2017	12/15/2017	12/15/2017	12/19/2017
Friday, December 29, 2017	12/16/2017	12/31/2017	12/29/2017	1/4/2018*
Monday, January 15, 2018	1/1/2018	1/15/2018	1/12/2018	1/18/2018
Wednesday, January 31, 2018	1/16/2018	1/31/2018	1/31/2018	2/2/2018*
Thursday, February 15, 2018	2/1/2018	2/15/2018	2/15/2018	2/17/2018
Wednesday, February 28, 2018	2/16/2018	2/28/2018	2/28/2018	3/2/2018*
Thursday, March 15, 2018	3/1/2018	3/15/2018	3/15/2018	3/17/2018
Friday, March 30, 2018	3/16/2018	3/31/2018	3/30/2018	4/3/2018*
Friday, April 13, 2018	4/1/2018	4/15/2018	4/13/2018	4/17/2018
Monday, April 30, 2018	4/16/2018	4/30/2018	4/30/2018	5/3/2018*
Tuesday, May 15, 2018	5/1/2018	5/15/2018	5/15/2018	5/17/2018
Thursday, May 31, 2018	5/16/2018	5/31/2018	5/31/2018	6/2/2018*
Friday, June 15, 2018	6/1/2018	6/15/2018	6/15/2018	6/19/2018
Friday, June 29, 2018	6/16/2018	6/30/2018	6/29/2018	7/3/2018*

*Note: vacation time earned is applied to the employee's balance following the second semi-monthly pay period in a month.