

**Mississippi Valley State University
Salaried Payroll Schedule FY 2013-2014**

Payroll Month	Due Date to Submit PC-05s to HR	Database Update by HR	Calling of Time by Payroll Officer	Pay Dates
July				
Faculty & Staff (Prorated 12 Months)	15-Jul-13	18-Jul-13	22-Jul-13	31-Jul-13
August				
Faculty & Staff (Prorated 12 Months)	15-Aug-13	15-Aug-13	19-Aug-13	31-Aug-13
September				
Faculty & Staff	16-Sep-13	19-Sep-13	23-Sep-13	30-Sep-13
October				
Faculty & Staff	15-Oct-13	17-Oct-13	21-Oct-13	31-Oct-14
November				
Faculty & Staff	15-Nov-13	15-Nov-13	19-Nov-13	26-Nov-13
December				
Faculty-Prorated (Grades must be reported) & Staff	16-Dec-14	12-Dec-13	23-Dec-13	23-Dec-14
***Regular 9 Month Faculty (Grades must be reported)	16-Dec-13	12-Dec-13	23-Dec-13	23-Dec-13
January				
Faculty & Staff	15-Jan-14	16-Jan-14	21-Jan-14	31-Jan-14
February				
Faculty & Staff	17-Feb-14	20-Feb-14	24-Feb-14	28-Feb-14
March				
Faculty & Staff	17-Mar-14	20-Mar-14	24-Mar-14	31-Mar-14
April				
Faculty & Staff	15-Apr-14	17-Apr-14	21-Apr-14	29-Apr-14
May				
Faculty-Prorated (Grades must be reported) & Staff (10,11, & 12 months)	15-May-14	16-May-14	19-May-14	30-May-14
***Regular 9 Month Faculty (Grades must be reported)	02-May-14	05-May-14	07-May-14	09-May-14
June				
Staff (11 & 12 Months & Faculty Prorated)	13-Jun-14	15-Jun-14	20-Jun-14	30-Jun-14
**PC-05's not fully processed and in the Office of Human Resources by this date will be processed and paid with the next monthly payroll. ** Dates will alternate for December payroll.				

**Mississippi Valley State University
Salaried Payroll Schedule FY 2014-2015**

Payroll Month	Due Date to Submit PC-05s to HR	Database Update by HR	Calling of Time by Payroll Officer	Pay Dates
July				
Faculty & Staff (Prorated 12 Months)	14-Jul-14	17-Jul-14	21-Jul-14	31-Jul-14
August				
Faculty & Staff (Prorated 12 Months)	11-Aug-14	14-Aug-14	18-Aug-14	31-Aug-14
September				
Faculty & Staff	15-Sep-14	18-Sep-14	22-Sep-14	30-Sep-14
October				
Faculty & Staff	13-Oct-14	16-Oct-14	20-Oct-14	31-Oct-14
November				
Faculty & Staff	10-Nov-14	14-Nov-14	17-Nov-14	26-Nov-14
December				
Faculty-Prorated (Grades must be reported) & Staff	15-Dec-14	18-Dec-14	22-Dec-14	23-Dec-14
***Regular 9 Month Faculty (Grades must be reported)	15-Dec-14	18-Dec-18	22-Dec-14	22-Dec-14
January				
Faculty & Staff	12-Jan-15	15-Jan-15	20-Jan-15	30-Jan-15
February				
Faculty & Staff	16-Feb-15	19-Feb-15	23-Feb-15	27-Feb-15
March				
Faculty & Staff	16-Mar-15	19-Mar-15	23-Mar-15	31-Mar-15
April				
Faculty & Staff	13-Apr-15	16-Apr-15	20-Apr-15	30-Apr-15
May				
Faculty-Prorated (Grades must be reported) & Staff (10,11, & 12 months)	11-May-15	15-May-15	18-May-15	29-May-15
***Regular 9 Month Faculty (Grades must be reported)	01-May-15	04-May-15	08-May-15	08-May-15
June				
Staff (11 & 12 Months & Faculty Prorated)	12-Jun-15	15-Jun-15	19-Jun-15	30-Jun-15
**PC-05's not fully processed and in the Office of Human Resources by this date will be processed and paid with the next monthly payroll. ** Dates will alternate for December payroll.				