

**MISSISSIPPI VALLEY STATE UNIVERSITY
SALARIED PAYROLL SCHEDULE
2018-2019**

MONTH & EMPLOYEES TO BE PAID	*DUE DATE TO SUBMIT PC05 TO HR	DATABASE UPDATE BY HR (Thursday)	CALLING OF TIME BY PAYROLL CLERK(Monday)	PAY DATES
JULY				
Faculty & Staff (Prorated 12 months)	07/13/2018	07/19/2018	07/23/2018	07/31/2018
AUGUST				
Faculty & Staff (Prorated 12 Months)	08/14/2018	08/16/2018	08/20/2018	08/31/2018
SEPTEMBER				
Faculty & Staff	09/14/2018	09/20/2018	09/24/2018	09/28/2018
OCTOBER				
Faculty & Staff	10/15/2018	10/18/2018	10/22/2018	10/31/2018
NOVEMBER				
Faculty & Staff	11/15/2018	11/15/2018	11/19/2018	11/30/2018
DECEMBER				
Faculty – Prorated (Grades must be reported) & Staff	12/10/2018	12/13/2018	12/17/2018	12/20/2018
***Regular 9 month faculty (Grades must be reported)	11/26/2018	11/29/2018	12/03/2018	12/10/2018
JANUARY				
Faculty & Staff	01/14/2019	01/17/2019	01/21/2019	01/31/2019
FEBRUARY				
Faculty & Staff	02/11/2019	02/14/2019	02/18/2019	02/28/2019
MARCH				
Faculty & Staff	03/11/2019	03/14/2019	03/18/2019	03/29/2019
APRIL				
Faculty & Staff	04/15/2019	04/18/2019	04/22/2019	04/30/2019
MAY				
Faculty - Prorated (Grades must be reported) & Staff (10,11,&12 Months)	05/13/2019	05/16/2019	05/20/2019	05/31/2019
***Regular 9 month faculty (Grades must be reported)	04/022/2019	04/25/2019	05/01/2019	05/06/2019
JUNE				
Staff (11&12 Months & Faculty Prorated)	06/14/2019	06/20/2019	06/24/2019	06/28/2019

* 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.***
Alternate Dates for December payroll.

MISSISSIPPI VALLEY STATE UNIVERSITY
BI-WEEKLY PAYROLL SCHEDULE FISCAL YEAR 2018-2019

PAY PERIOD BEGIN	*PAY PERIOD END	DIRECT DUE DEPOSIT (Wed.)	TIME REPORT ISSUED (FRI.)	REPORTS DUE 12:00 NOON (MON.)	PAY DATES
06/11/18	06/24/18	06/27/18	06/22/18	06/25/18	06/29/18
06/25/18	07/08/18	07/11/18	07/06/18	07/09/18	07/13/18
07/19/18	07/22/18	07/25/18	07/20/18	07/23/18	07/27/18
07/23/18	08/05/18	08/08/18	08/03/18	08/06/18	08/10/18
08/06/18	08/19/18	08/22/18	08/17/18	08/20/18	08/24/18
08/20/18	09/02/18	09/05/18	08/31/18	09/04/18	09/07/18
09/03/18	09/16/18	09/19/18	09/14/18	09/17/18	09/21/18
09/17/18	09/30/18	10/03/18	09/28/18	10/01/18	10/05/18
10/01/18	10/14/18	10/17/18	10/12/18	10/15/18	10/19/18
10/15/18	10/28/18	10/31/18	10/26/18	10/29/18	11/02/18
10/29/18	11/11/18	11/14/18	11/09/18	11/12/18	11/16/18
11/12/18	11/25/18	11/28/18	11/23/18	11/26/18	11/30/18
11/26/18	12/09/18	12/12/18	12/07/18	12/10/18	12/14/18
12/10/18	12/23/18	12/26/18	12/21/18	12/24/18	12/28/18
12/24/18	01/06/19	01/09/19	01/04/19	01/07/19	01/11/19
01/07/19	01/20/19	01/23/19	01/18/19	01/21/19	01/25/19
01/21/19	02/03/19	02/06/19	02/01/19	02/04/19	02/08/19
02/04/19	02/17/19	02/20/19	02/15/19	02/18/19	02/22/19
02/18/19	03/03/19	03/06/19	03/01/19	03/04/19	03/08/19
03/04/19	03/17/19	03/20/19	03/15/19	03/18/19	03/22/19
03/18/19	03/31/19	04/03/19	03/29/19	04/01/19	04/05/19
04/01/19	04/14/19	04/17/19	04/12/19	04/15/19	04/19/19
04/15/19	04/28/19	05/01/19	04/26/19	04/29/19	05/03/19
04/29/19	05/12/19	05/15/19	05/10/19	05/13/19	05/17/19
05/13/19	05/26/19	05/29/19	05/24/19	05/27/19	05/31/19
05/27/19	06/09/19	06/12/19	06/07/19	06/10/19	06/14/19
06/10/19	06/23/19	06/26/19	06/21/19	06/24/19	06/28/19

Note: Adjustments may be made due to holiday and academic scheduling.

*** PC-05's not received in the Human Resources office by due date will be processed and paid with the next bi-weekly payroll.**