

Mississippi Valley State University
Salaried Payroll Schedule
2022 - 2023

Month & Employees to be Paid	*Due Dates 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)	7/13/2022	7/14/2022	7/18/2022	7/29/2022
August Faculty & Staff (Prorated 12 Months)	8/17/2022	8/18/2022	8/22/2022	8/31/2022
September Faculty & Staff	9/14/2022	9/15/2022	9/19/2022	9/30/2022
October Faculty & Staff	10/14/2022	10/20/2022	10/24/2022	10/31/2022
November Faculty & Staff	11/15/2022	11/17/2022	11/21/2022	11/30/2022
December Faculty - Prorated (Grades must be reported) & Staff ***Regular 9 month faculty (Grades must be reported)	12/14/2022 11/07/2022	12/15/2022 11/10/2022	12/19/2022 11/21/2022	12/30/2022 11/28/2022
January Faculty & Staff	1/16/2023	1/19/2023	1/23/2023	1/31/2023
February Faculty & Staff	2/15/2023	2/16/2023	2/20/2023	2/28/2023
March Faculty & Staff	3/15/2023	3/16/2023	3/20/2023	3/31/2023
April Faculty & Staff	4/14/2023	4/20/2023	4/24/2023	4/28/2023
May Faculty - Prorated (Grades must be reported) & Staff (10 & 12 months) ***Regular 9 month faculty (Grades must be reported)	05/15/2023 04/14/2023	05/18/2023 04/22/2023	05/22/2023 05/01/2023	05/31/2023 05/08/2023
June Staff (Faculty Prorated)	6/14/2023	6/15/2023	6/19/2023	6/30/2023

***PC-05s 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.