

2019 UGA Practitioner Payroll Processing Schedule

Bi-Weekly On Cycle Payroll Schedule

Pay Period Begin Date	Pay Period End Date	HR/Payroll Deadline*	Mgr Absence Approval by 9am **	MgrTime Approval by 10am	OneUSG Confirm Date	Pay Date	Pay Run ID
12/16/18	12/29/18		12/21/2018 (12pm deadline)	12/21/2018 (12pm deadline)	12/31/18	01/04/19	91B1
12/30/18	01/12/19	01/07/19	01/14/19	01/14/19	01/15/19	01/18/19	91B2
01/13/19	01/26/19	01/22/19	01/28/19	01/28/19	01/29/19	02/01/19	92B1
01/27/19	02/09/19	02/04/19	02/11/19	02/11/19	02/12/19	02/15/19	92B2
02/10/19	02/23/19	02/18/19	02/25/19	02/25/19	02/26/19	03/01/19	93B1
02/24/19	03/09/19	03/04/19	03/11/19	03/11/19	03/12/19	03/15/19	93B2
03/10/19	03/23/19	03/18/19	03/25/19	03/25/19	03/26/19	03/29/19	93B3
03/24/19	04/06/19	04/01/19	04/08/19	04/08/19	04/09/19	04/12/19	94B1
04/07/19	04/20/19	04/15/19	04/22/19	04/22/19	04/23/19	04/26/19	94B2
04/21/19	05/04/19	04/29/19	05/06/19	05/06/19	05/07/19	05/10/19	95B1
05/05/19	05/18/19	05/13/19	05/20/19	05/20/19	05/21/19	05/24/19	95B2
05/19/19	06/01/19	05/24/19	06/03/19	06/03/19	06/04/19	06/07/19	96B1
06/02/19	06/15/19	06/07/19	06/17/19	06/17/19	06/18/19	06/21/19	96B2
06/16/19	06/29/19	06/21/19	06/28/19	06/28/19	07/01/19	07/05/19	97B1
06/30/19	07/13/19	07/08/19	07/15/19	07/15/19	07/16/19	07/19/19	97B2
07/14/19	07/27/19	07/22/19	07/29/19	07/29/19	07/30/19	08/02/19	98B1
07/28/19	08/10/19	08/05/19	08/12/19	08/12/19	08/13/19	08/16/19	98B2
08/11/19	08/24/19	08/19/19	08/26/19	08/26/19	08/27/19	08/30/19	98B3
08/25/19	09/07/19	08/30/19	09/09/19	09/09/19	09/10/19	09/13/19	99B1
09/08/19	09/21/19	09/16/19	09/23/19	09/23/19	09/24/19	09/27/19	99B2
09/22/19	10/05/19	09/30/19	10/07/19	10/07/19	10/08/19	10/11/19	90B1
10/06/19	10/19/19	10/14/19	10/21/19	10/21/19	10/22/19	10/25/19	90B2
10/20/19	11/02/19	10/28/19	11/04/19	11/04/19	11/05/19	11/08/19	9NB1
11/03/19	11/16/19	11/11/19	11/18/19	11/18/19	11/19/19	11/22/19	9NB2
11/17/19	11/30/19	11/25/19	12/02/19	12/02/19	12/03/19	12/06/19	9DB1
12/01/19	12/14/19	12/09/19	12/16/19	12/16/19	12/17/19	12/20/19	9DB2

HR/Payroll Deadline - All HR/Payroll information for employees should be entered into OneUSG Connect in order to analyze reports prior to payroll processing.

- * NOTE: 1) Units must submit STAFF hiring proposals via UGAJobs 10 business days prior to the HR/Payroll deadline.
 2) Changes in funding must be fully approved one business day prior to the Mgr Absence/ MgrTime Approval deadline for these to take place for the pay period.
- ** NOTE: 1) Biweekly leave accruals are added on this date and are available for use any date within this pay period.

	Early cutoff
	Biweekly leave accruals post by 5pm, this accrual is for prior month
	Early date due to blackout dates for Augusta University's OneUSG Connect implementation

