

2023 UGA Practitioner Payroll Processing Schedule

Bi-Weekly On Cycle Payroll Schedule

Pay Period Begin Date	Pay Period End Date	HR/Payroll Deadline*	Mgr Absence/Time Approval by 10am **	OneUSG Confirm Date	Pay Date	Pay Run ID
12/25/22	01/07/23	01/03/23	01/09/23	01/10/23	01/13/23	31B1
01/08/23	01/21/23	01/17/23	01/23/23	01/24/23	01/27/23	31B2
01/22/23	02/04/23	01/31/23	02/06/23	02/07/23	02/10/23	32B1
02/05/23	02/18/23	02/14/23	02/20/23	02/21/23	02/24/23	32B2
02/19/23	03/04/23	02/28/23	03/06/23	03/07/23	03/10/23	33B1
03/05/23	03/18/23	03/14/23	03/20/23	03/21/23	03/24/23	33B2
03/19/23	04/01/23	03/28/23	04/03/23	04/04/23	04/07/23	34B1
04/02/23	04/15/23	04/11/23	04/17/23	04/18/23	04/21/23	34B2
04/16/23	04/29/23	04/25/23	05/01/23	05/02/23	05/05/23	35B1
04/30/23	05/13/23	05/09/23	05/15/23	05/16/23	05/19/23	35B2
05/14/23	05/27/23	05/22/23	05/26/23	05/30/23	06/02/23	36B1
05/28/23	06/10/23	06/06/23	06/12/23	06/13/23	06/16/23	36B2
06/11/23	06/24/23	06/20/23	06/26/23	06/27/23	06/30/23	36B3
06/25/23	07/08/23	07/03/23	07/10/23	07/11/23	07/14/23	37B1
07/09/23	07/22/23	07/18/23	07/24/23	07/25/23	07/28/23	37B2
07/23/23	08/05/23	08/01/23	08/07/23	08/08/23	08/11/23	38B1
08/06/23	08/19/23	08/15/23	08/21/23	08/22/23	08/25/23	38B2
08/20/23	09/02/23	08/28/23	09/01/23	09/05/23	09/08/23	39B1
09/03/23	09/16/23	09/12/23	09/18/23	09/19/23	09/22/23	39B2
09/17/23	09/30/23	09/26/23	10/02/23	10/03/23	10/06/23	30B1
10/01/23	10/14/23	10/10/23	10/16/23	10/17/23	10/20/23	30B2
10/15/23	10/28/23	10/24/23	10/30/23	10/31/23	11/03/23	3NB1
10/29/23	11/11/23	11/07/23	11/13/23	11/14/23	11/17/23	3NB2
11/12/23	11/25/23	11/21/23	11/27/23	11/28/23	12/01/23	3DB1
11/26/23	12/09/23	12/05/23	12/11/23	12/12/23	12/15/23	3DB2
12/10/23	12/23/23	12/15/23	12/21/23	12/26/23	12/29/23	3DB3

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 deadline/pay date due to holiday
Biweekly leave accruals post by 5pm, this accrual is for prior month