		2017 - 2018		
		Payroll Schedule for Part-Time Staff and Students		
		TIME SHEETS DUE		
PAY PERIOD		**TO SUPERVISOR**	**PAYDAY**	
(11th of month through 10th of next month)		**(1st workday after 10th of month)**	**(Last workday of month)**	
June 11 - July 10, 2017		Tuesday, July 11, 2017	Monday, July 31, 2017	
July 11 - Aug. 10, 2017		Friday, August 11, 2017	Thursday, August 31, 2017	
Aug. 11 - Sept. 10, 2017		Monday, September 11, 2017	Friday, September 29, 2017	
Sept. 11 - Oct. 10, 2017		Wednesday, October 11, 2017	Tuesday, October 31, 2017	
Oct. 11 - Nov. 10, 2017		Monday, November 13, 2017	Thursday, November 30, 2017	
Nov. 11 - Dec. 10, 2017		Monday, December 11, 2017	Thursday, December 21, 2017	
Dec. 11 - Jan. 10, 2018		Thursday, January 11, 2018	Wednesday, January 31, 2018	
Jan. 11 - Feb. 10, 2018		Monday, February 12, 2018	Wednesday, February 28, 2018	
Feb. 11 - March 10, 2018		Monday, March 12, 2018	Friday, March 30, 2018	
March 11 - April 10, 2018		Wednesday, April 11, 2018	Monday, April 30, 2018	
April 11 - May 10, 2018		Friday, May 11, 2018	Thursday, May 31, 2018	
May 11 - June 10, 2018		Monday, June 11, 2018	Friday, June 29, 2018	
June 11 - July 10, 2018		Wednesday, July 11, 2018	Tuesday, July 31, 2018	

NOTE: TIME SHEETS SUBMITTED AFTER THE DUE DATE ARE SUBJECT TO
PAYMENT ON THE FOLLOWING SCHEDULED PAY DATE.

STUDENTS & HOURLY: You can pick up your check at the Payroll Office, Adm. Bldg. 130.

To access your timecard:
1. Log in to Pipeline
2. Click on the Employee tab
3. Choose Pay & Benefits, then Enter Time & Attendance System