

### PCR Deadlines for 2008-2009

<u>Payroll Period</u>	<u>Employee Start Date</u>	<u>PCR Deadline</u>	<u>Time Entry/Due Date</u>	<u>Pay Date</u>
September 1- September 15	9/1 - 9/10	5 PM, September 10	12:00 noon, September 17	September 30
	9/11 - 9/15	5 PM, September 15		
September 16- September 30	9/16 - 9/22	5 PM, September 22	12:00 noon, October 2	October 15
	9/23 - 9/30	5 PM, September 26		
October 1- October 15		5 PM, October 13	12:00 noon, October 17	October 31
October 16- October 31		5 PM, October 30	12:00 noon, November 4	November 17
November 1- November 15		5 PM, November 13	12:00 noon, November 18	November 26
November 16- November 30		5 PM, November 28	12:00 noon, December 2	December 15
December 1- December 6		<b>5 PM, December 4</b>	<b>12:00 noon, December 8**</b>	December 16
December 7- December 31		<b>5 PM, December 16^</b>	12:00 noon, January 6	January 15
January 1- January 15		5 PM, January 15	12:00 noon, January 20	January 30
January 16- January 31		5 PM, January 29	12:00 noon, February 3	February 16
February 1- February 15		5 PM, February 13	12:00 noon, February 18	February 27
February 16- February 28		5 PM, February 27	12:00 noon, March 3	March 13
March 1- March 15		<b>5 PM, March 12^</b>	12:00 noon, March 23	March 31
March 16- March 31		5 PM, March 30	12:00 noon, April 2	April 15
April 1- April 15		5 PM, April 13	12:00 noon, April 17	April 30
April 16- April 30		5 PM, April 29	12:00 noon, May 4	May 15
May 1- May 15		5 PM, May 13	12:00 noon, May 18	May 29
May 16- May 31		5 PM, May 29	12:00 noon, June 2	June 15
June 1- June 15		5 PM, June 15	12:00 noon, June 17	June 30
June 16- June 30		5 PM, June 29	12:00 noon, July 2	July 15
July 1- July 15		5 PM, July 13	12:00 noon, July 17	July 31
July 16- July 31		5 PM, July 30	12:00 noon, August 4	August 17
August 1- August 15		5 PM, August 14	12:00 noon, August 19	August 31
August 16- August 31		5 PM, August 28	12:00 noon, September 2	September 15

@ - Employees that begin working 9/1 - 9/10 should have their PCRs submitted by 9/10/2008.  
 Employees whose start dates are 9/11 - 9/15 should have their PCRs submitted by 9/15/2008.

< - Employees that begin working 9/16 - 9/22 should have their PCRs submitted by 9/22/2008.  
 Employees whose start dates are 9/23 - 9/30 should have their PCRs submitted by 9/26/2008.