

**UNIVERSITY OF COLORADO AT BOULDER  
2009 SUMMER BI-WEEKLY PAYROLL CALENDAR**

| PAY PERIODS:      | TIME COLLECTION<br>CLOSE:   | PAY DATE: |
|-------------------|---|-----------|
| May 3 - May 16    | <b>May 22 by 11:00am</b><br><i>(System open only Thursday 5/21 &amp;<br/>will close on 5/22 at 11:00am)</i> | May 29    |
| May 17 - May 30   | June 4  | June 12   |
| May 31 - June 13  | <b>June 16 (Tuesday)</b><br><i>(System will close at 5:00pm)</i>  | June 26   |
| June 14 - June 27 | <b>July 1 (Wednesday)</b><br><i>(System will close at 5:00pm)</i>   | July 10   |
| June 28 - July 11 | July 16   | July 24   |
| July 12 - July 25 | July 30   | Aug. 7    |
| July 26 - Aug. 8  | Aug. 13   | Aug. 21   |

TIME ENTRY FOR THE LAST PAY PERIOD OF THE SUMMER MUST BE TURNED IN ON TIME!! Any work-study hours turned in after the last Time Entry due date will be charged 100% to the employer.

**IMPORTANT DATES TO REMEMBER**

- May 2, 2009 - Last working day of the academic year for work-study student employees.
- May 3, 2009 - First working day for Summer work-study student employees.
- May 25, 2009 - Memorial Day - University Holiday. Students not eligible for holiday pay since they are not entitled to fringe benefits.
- July 4, 2009 - Independence Day Observed - University Holiday. Students not eligible for holiday pay since they are not entitled to fringe benefits.
- August 8, 2009 - Last working day of the summer for work-study student employees.

**\*\*If a student is awarded summer work-study, they must begin earning their work-study award by May 30, 2009. If they cannot begin working by this date, the student or the employer must notify the Student Employment Office by 5/30/09 or your award will automatically be cancelled. Call the Student Employment Office at 303-492-7349, or send an e-mail to stdemp@colorado.edu.**