

**UNIVERSITY OF COLORADO, BOULDER
OFFICE OF FINANCIAL AID
SCHEDULE OF BI-WEEKLY PAY PERIODS 2010-2011**

PAY PERIODS				PAY DAY	
FALL SEMESTER (18 weeks):					
August	08	- August	21	September	03
August	22	- September	04	September	17
September	05	- September	18	October	01
September	19	- October	02**	October	15
October	03	- October	16	October	29
October	17	- October	30	November	12
October	31	- November	13	November	26
November	14	- November	27	December	10
November	28	- December	11	December	24

PAY PERIODS				PAY DAY	
SPRING SEMESTER (20 WEEKS):					
December	12	- December	25	January	07
December	26	- January	08	January	21
January	09	- January	22	February	04
January	23	- February	05**	February	18
February	06	- February	19	March	04
February	20	- March	05	March	18
March	06	- March	19	April	01
March	20	- April	02	April	15
April	03	- April	16	April	29
April	17	- April	30	May	13

* All Time information must be entered and approved in HRMS by Noon on each Time Collection due date. If you are unable to submit time by 10:00 a.m. on the due date, please contact the Student Employment Office.

If you miss a deadline your student(s) will not be paid until the next pay period and must be entered as LTS. Your department will be charged 100% for LTS. However you can submit the Late Pay to Work-study Transfer Request form found on our website. Completion of the form does not guarantee that a transfer will occur. Transfer will be contingent upon availability of funds and student eligibility.

IMPORTANT DATES TO REMEMBER

- August 07, 2010 Last working day of the summer for students. Any unearned Summer Work-Study is automatically cancelled after this date.
- August 08, 2010 First day students can begin working for the academic year.
- August 12, 2010 Last due date for Time Entry for the final pay period of summer.
- December 11, 2010 Last working day for students graduating/leaving in the fall semester.
- December 12, 2010 First day students enrolled for spring semester can begin working for the spring semester.
- April 30, 2011 Last working day of the academic year for work-study students. Any unearned Work-Study is automatically cancelled after this date.

**If a student is awarded academic work-study, they must begin earning their work-study award by October 1, 2010 for fall and by February 1, 2011 for spring. If they cannot begin working by this date, the student or the employer must notify the Student Employment Office by the deadline date 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.

IMPORTANT UNIVERSITY DATES

Aug. 23, 2010	First Day of Fall Classes
Sep. 6, 2010	Labor Day Holiday (campus closed)*
Nov. 22-24, 2010	Fall Break
Nov. 25-26, 2010	Thanksgiving (campus closed)
Dec. 10, 2010	Last Day of Fall Classes
Dec. 11-16, 2010	Fall Finals Week
Dec. 17, 2010	Fall Commencement
Dec. 23 & 24, 2010	Christmas Holiday (campus closed)*
Jan. 3, 2010	New Year's Holiday (campus closed)*
Jan. 10, 2011	First Day of Spring Classes
Jan. 17, 2011	Martin Luther King Holiday (campus closed)*
Mar. 21 - 25, 2011	Spring Break (campus closed Fri. Mar. 25)*
Apr. 28, 2011	Last Day of Spring Classes
April 30 - May 5, 2011	Spring Finals Week
May 6, 2011	Spring Commencement

* Due to a university holiday, campus is closed this day but student employees are not eligible for holiday pay since they are not entitled fringe benefits.