

JUNE

HRSC Deadline Calendar

2019

Monday	Tuesday	Wednesday	Thursday	Friday
3 Off-cycle 05/30/2019 uploads due 5pm.	4 BW TIMESHEET SUBMISSION DUE 12PM.	5 BW SUPERVISOR APPROVALS DUE 3PM.	6	7 Off-cycle 05/30/2019 Payday.
10 Off-cycle 06/06/2019 uploads due 5pm.	11 <u>BW HIRE/CHANGE REQUEST DEADLINE</u>	12 <u>MONTHLY HIRE/CHANGE REQUEST DEADLINE</u>	13	14 Off-cycle 06/06/2019 Payday. BI-WEEKLY 06/01/2019 PAYDAY
17 NO OFF-CYCLE	18 NO OFF-CYCLE BW TIMESHEET SUBMISSION DUE 12PM.	19 NO OFF-CYCLE BW SUPERVISOR APPROVALS DUE 3PM.	20 NO OFF-CYCLE	21 NO OFF-CYCLE THIS WEEK PER EMPLOYEE SERVICES
24 Off-cycle 06/20/2019 uploads due 5pm.	25 <u>BW HIRE/CHANGE REQUEST DEADLINE</u>	26	27	28 Off-cycle 06/20/2019 Payday. BI-WEEKLY 06/15/2019 PAYDAY MONTHLY 06/30/2019 PAYDAY

June 11th:

Bi-weekly hire/change requests for pay period 06/02/2019-06/15/2019

June 12th:

Monthly hire/change requests for pay period 06/01/2019-06/30/2019

June 28th:

Bi-weekly hire/change requests for pay period 06/16/2019-06/29/2019

For further information please visit the HRSC website: <https://www.colorado.edu/hr/hr-service-center>