2018 MONTHLY PAYROLL CALENDAR

* Deviates from the normal deadline

University of South Alabama USA Healthcare Management, LLC University of South Alabama Healthcare Authority

Payroll ID** and Number	Period Covered	PA/Paperwork Due In HR or Payroll As Appropriate Before 4:00 PM	Employee Leave Report Payroll Before 5:00 PM (a)	Approvers Leave Report Payroll Before 5:00 PM	Check Date	
Monthly 01	12/01/2017 - 12/31/2017	12/15/2017*	01/15/2018	01/20/2018	01/02/2018	
Monthly 02	01/01/2018 - 01/31/2018	01/22/2018	02/15/2018	02/20/2018	02/01/2018	
Monthly 03	02/01/2018 - 02/28/2018	02/19/2018	03/15/2018	03/20/2018	03/01/2018	
Monthly 04	03/01/2018 - 03/31/2018	3/21/2018	04/15/2018	04/20/2018	04/02/2018	
Monthly 05	04/01/2018 - 04/30/2018	4/19/2017	05/15/2018	05/20/2018	05/01/2018	
Monthly 06	05/01/2018 - 05/31/2018	05/21/2018 Monthly 05 05	/21/2018 04/25/2018 Monthly 06 05/25/2	018 Monthly 06 01/01/2018 - 01/3	592018 05/26/2018 M	onthly
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