

Change in the next scheduled pay date

The next scheduled pay date for Faculty, Staff, and Student payroll will be on **Wednesday, November 21st** instead of Friday, November 23rd due to the Thanksgiving Holiday. The check/deposit will cover the dates of October 27, 2018 – November 9, 2018.

If you have direct deposit you will not have a check to pick up and your deposit will post on Wednesday, November 21st. If you receive checks for payroll and will be leaving campus on Tuesday (Nov 20th), contact your department to make arrangements to pick up your check. Checks will not be available until after 2:00pm on Tuesday (Nov 20th).

NOTE: If check delivery is delayed due to unforeseen circumstances, check pick up will be postponed until Wednesday (Nov 21st). If this should happen the Payroll office will communicate to the departments as to when checks are available for pick up.

Happy Thanksgiving!

