

University of Illinois at Chicago

Payroll Calculation Schedule for Calendar Year 2003

<u>PHD PAY PERIOD</u>				<u>PAY PERIOD</u>	<u>PAY PERIOD BEGIN AND END DATES</u>							<u>RA/COS DUE in HR</u>	<u>CALC DATE</u>	<u>PAY DATE</u>
2	2002	12	B1	Z1	11	24	02	thru	12	07	02	11/26/2002	12/10/2002	12/18/2002
2	2002	12	M1	Z9	12	01	02	thru	12	31	02	12/10/2002	12/17/2002	01/02/2003
2	2002	12	B2	Z2	12	08	02	thru	12	21	02	12/10/2002	12/23/2002	01/02/2003
2	2003	01	B1	A1	12	22	02	thru	01	04	03	12/23/2002	01/07/2003	01/15/2003
2	2002	12	S1	**Z8	12	01	02	thru	12	31	02		01/15/2003	12/31/2002
2	2003	01	B2	A2	01	05	03	thru	01	18	03	01/07/2003	01/22/2003	01/29/2003
2	2003	01	M1	A9	01	01	03	thru	01	31	03	01/16/2003	01/23/2003	01/31/2003
2	2003	02	B1	B1	01	19	03	thru	02	01	03	01/21/2003	02/04/2003	02/12/2003
2	2003	02	B2	B2	02	02	03	thru	02	15	03	02/04/2003	02/18/2003	02/26/2003
2	2003	02	M1	B9	02	01	03	thru	02	28	03	02/13/2003	02/20/2003	02/28/2003
2	2003	02	S1	**B8	02	26	03	thru	02	27	03		02/27/2003	02/27/2003
2	2003	03	B1	C1	02	16	03	thru	03	01	03	02/18/2003	03/04/2003	03/12/2003
2	2003	03	B2	C2	03	02	03	thru	03	15	03	03/04/2003	03/18/2003	03/26/2003
2	2003	03	M1	C9	03	01	03	thru	03	31	03	03/13/2003	03/20/2003	04/01/2003
2	2003	03	S1	**C8	03	26	03	thru	03	27	03		03/27/2003	03/27/2003
2	2003	03	B3	*C3	03	16	03	thru	03	29	03	03/18/2003	04/01/2003	04/09/2003
2	2003	04	B1	D1	03	30	03	thru	04	12	03	04/01/2003	04/15/2003	04/23/2003
2	2003	04	M1	D9	04	01	03	thru	04	30	03	04/15/2003	04/22/2003	05/01/2003
2	2003	04	S1	**D8	04	23	03	thru	04	24	03		04/24/2003	04/24/2003
2	2003	04	B2	D2	04	13	03	thru	04	26	03	04/15/2003	04/29/2003	05/07/2003
2	2003	05	B1	E1	04	27	03	thru	05	10	03	04/29/2003	05/13/2003	05/21/2003

2	2003	05	M1	E9	05	01	03	thru	05	31	03	05/09/2003	05/20/2003	05/30/2003
2	2003	05	B2	E2	05	11	03	thru	05	24	03	05/13/2003	05/28/2003	06/04/2003
2	2003	06	B1	F1	05	25	03	thru	06	07	03	05/27/2003	06/10/2003	06/18/2003
2	2003	06	M1	F9	06	01	03	thru	06	30	03	06/10/2003	06/19/2003	07/01/2003
2	2003	06	B2	F2	06	08	03	thru	06	21	03	06/10/2003	06/24/2003	07/02/2003
2	2003	06	S1	**F8	06	25	03	thru	06	26	03		06/26/2003	06/26/2003
2	2003	07	B1	G1	06	22	03	thru	07	05	03	06/24/2003	07/08/2003	07/16/2003
2	2003	07	B2	G2	07	06	03	thru	07	19	03	07/08/2003	07/22/2003	07/30/2003
2	2003	07	M1	G9	07	01	03	thru	07	31	03	07/15/2003	07/24/2003	08/01/2003
2	2003	08	B1	H1	07	20	03	thru	08	02	03	07/22/2003	08/05/2003	08/13/2003
2	2003	08	B2	H2	08	03	03	thru	08	16	03	08/05/2003	08/19/2003	08/27/2003
2	2003	08	M1	H9	08	01	03	thru	08	31	03	08/11/2003	08/21/2003	08/29/2003
2	2003	08	S1	**H8	08	27	03	thru	08	28	03		08/28/2003	08/28/2003
2	2003	08	B3	*H3	08	17	03	thru	08	30	03	08/19/2003	09/03/2003	09/10/2003
2	2003	09	B1	J1	08	31	03	thru	09	13	03	09/02/2003	09/16/2003	09/24/2003
2	2003	09	M1	J9	09	01	03	thru	09	15	03	08/28/2003	09/05/2003	09/16/2003
2	2003	09	B2	J2	09	14	03	thru	09	27	03	09/16/2003	09/30/2003	10/08/2003
2	2003	10	B1	K1	09	28	03	thru	10	11	03	09/30/2003	10/14/2003	10/22/2003
2	2003	10	M1	K9	09	16	03	thru	10	15	03	09/24/2003	10/09/2003	10/16/2003
2	2003	10	B2	K2	10	12	03	thru	10	25	03	10/14/2003	10/28/2003	11/05/2003
2	2003	11	B1	L1	10	26	03	thru	11	08	03	10/28/2003	11/11/2003	11/19/2003
2	2003	11	M1	L9	10	16	03	thru	11	15	03	10/30/2003	11/06/2003	11/14/2003
2	2003	11	S1	**L8	11	19	03	thru	11	20	03		11/20/2003	11/20/2003
2	2003	11	B2	L2	11	09	03	thru	11	22	03	11/11/2003	11/24/2003	12/03/2003
2	2003	12	B1	M1	11	23	03	thru	12	06	03	11/25/2003	12/09/2003	12/17/2003
2	2003	12	M1	M9	11	16	03	thru	12	15	03	11/24/2003	12/04/2003	12/16/2003
2	2003	12	B2	M2	12	07	03	thru	12	20	03	12/09/2003	12/22/2003	12/31/2003

*No voluntary deductions this pay

**Supplemental payroll for update purposes only

PHD Pay Period:

This numbering system started in 1998. This is the pay period that will appear on your Accounting reports such as Payroll Account Distribution Voucher and the AMO90 and 91.

PAY PERIOD:

This is the alpha numeric code that the Payroll system uses to identify all pay period. The alpha character will change with the month for the beginning and ending dates. A 1, 2 or 3 identifies a bi-weekly pay period with the 3rd pay period of any given month a no voluntary deduction payroll. A 9 identifies the monthly pay periods.

PAY PERIOD BEGIN AND END DATES:

These are the dates the pay period covers.

RA/COS DUE IN HR:

This is the date that Human Resources requires completed paperwork in their office to ensure that the appointment changes are made prior to the payroll calculation of that pay period.

CALC DATE:

This is the date that Payroll Services will process the payroll calculation for the given pay period.

PAY DATE:

This is the day that payroll will distribute pay checks and earnings statements. Payroll Services will not release checks early for vacations or time off. Payroll Services recommends employees sign up for direct deposit so that if they are not at work on pay day they still have access to their pay on that day. For information on banks that have reduced or no fees for employees with direct deposit, please contact the Paymaster's Office at 312-996-1915.