



PAYROLL CALENDAR

2024

Questions? Email hr@hws.edu

January

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jan 1st*-2nd : Holiday
*Jan 1st is a Time Sheet Due Date **and** Holiday

February

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

PAY PERIOD DATES

PAY PERIOD START DATE (SATURDAY)	PAY PERIOD END DATE (FRIDAY)
12/16/2023	12/29/2023
12/30/2023	1/12/2024
1/13/2024	1/26/2024
1/27/2024	2/9/2024
2/10/2024	2/23/2024
2/24/2024	3/8/2024
3/9/2024	3/22/2024
3/23/2024	4/5/2024
4/6/2024	4/19/2024
4/20/2024	5/3/2024
5/4/2024	5/17/2024
5/18/2024	5/31/2024
6/1/2024	6/14/2024
6/15/2024	6/28/2024
6/29/2024	7/12/2024
7/13/2024	7/26/2024
7/27/2024	8/9/2024
8/10/2024	8/23/2024
8/24/2024	9/6/2024
9/7/2024	9/20/2024
9/21/2024	10/4/2024
10/5/2024	10/18/2024
10/19/2024	11/1/2024
11/2/2024	11/15/2024
11/16/2024	11/29/2024
11/30/2024	12/13/2024
12/14/2024	12/27/2024

May

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 27th : Holiday

June

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June 19th : Holiday

July

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

July 4th : Holiday
*July 5th is an Administrative Leave Day **and** Pay Day

August

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Nov 28th-29th : Holiday

December

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Dec 25th : Holiday
Jan 1st-2nd : Holiday
*Dec 27th is an Administrative Leave Day **and** Pay Day
*Jan 3rd is an Administrative Leave Day **and** Pay Day