University at Albany

2021-2022 Pay Schedule Student Assistants & Federal Work-Study

(28011) (28013)

Supervisor/Department Information

1 03/18/21 03/31/21 04/22/21 2 04/01/21 04/14/21 05/06/21 3 04/15/21 04/28/21 05/12/21 05/06/21 4 04/28/21 05/12/21 06/03/21 04/25/21 04/25/21 5 05/13/21 05/26/21 06/17/21 05/28/21 05/28/21 6 05/27/21 06/09/21 07/15/21 06/06/21 07/16/21 7 06/10/21 06/28/21 07/15/21 06/26/21 07/04/21 9 07/08/21 07/21/21 08/02/21 08/12/21 07/18/21 10 07/22/21 08/04/21 08/26/21 08/06/21 08/06/21 11 08/05/21 08/12/21 10/07/21 11/16/21 08/26/21 13 09/02/21 09/15/21 10/07/21 11/16/21 08/29/21 14 09/16/21 09/22/21 10/10/21 10/29/21 09/26/21 14 09/16/21 09/28/21 10/10/21 10/29/21 10/12/21<	PR #	Pay Perio From	od Dates To	Paycheck issued on:		Hire must be completed on portal by this date to be paid on time	Online timesheet will be available no later than:	Online timesheets must be approved by the timesheet approver no later than (COB):
3 04/15/21 04/28/21 05/20/21 05/20/21 04/25/21 Students can access their timesheets at 04/30/21 5 05/13/21 05/26/21 06/03/21 05/26/21 05/13/21 05/28/21 06/20/21 07/09/21 07/29/21 07/29/21 07/29/21 07/29/21 07/29/21 07/29/21 07/29/21 07/29/21 07/29/21 08/20/21 08/20/21 08/20/21 08/20/21 08/20/21 08/20/21 08/20/21 08/20/21 09/03/21 09/03/21 09/03/21 09/03/21 09/17/21 10/21/21 10/21/21 10/21/21 10/21/21 10/21/21 10/21/21 10/21/21 10/21/21 <td>1</td> <td>03/18/21</td> <td>03/31/21</td> <td>04/22/21</td> <td></td> <td>03/28/21</td> <td></td> <td>04/02/21</td>	1	03/18/21	03/31/21	04/22/21		03/28/21		04/02/21
3 04/15/21 04/28/21 05/20/21 06/21/21 06	2	04/01/21	04/14/21	05/06/21		04/11/21		04/16/21
4 04/29/21 05/12/21 06/03/21 05/09/21 access their timesheets at www.suny.edu/hrp 06/10/21 05/14/21 5 05/13/21 05/26/21 06/17/21 06/09/21 05/09/21 access their timesheets at www.suny.edu/hrp 06/25/21 05/28/21 7 06/10/21 06/23/21 07/15/21 06/22/21 07/16/21 06/25/21 9 07/08/21 07/21/21 08/05/21 08/05/21 07/18/21 10 07/22/21 08/04/21 08/26/21 08/01/21 08/05/21 12 08/19/21 09/03/21 09/03/21 09/03/21 09/03/21 14 09/16/21 10/07/21 10/07/21 timesheet to your supervisor. 09/26/21 website 08/07/21 15 09/30/21 10/13/21 11/04/21 10/24/21 Paper timesheets should be used if a 10/24/21 Paper timesheets should be used if a 10/24/21 11/02/21 19 11/25/21 12/08/21 11/13/22 01/05/22 01/27/22 01/02/22 01/07/22 20 12/09/21 12/26/21		04/15/21	04/28/21	05/20/21		04/25/21	Students can	04/30/21
$ \begin{array}{cccccccccccccccccccccccccccccccccccc$								
$ \begin{array}{cccccccccccccccccccccccccccccccccccc$	5	05/13/21	05/26/21	06/17/21		05/23/21		05/28/21
7 06/10/21 06/23/21 07/15/21 06/20/21 67/2 days after the hire is entered on 07/09/21 06/20/21 hire is entered on 07/09/21 07/09/21 9 07/08/21 07/21/21 08/12/21 07/08/21 07/18/21 07/08/21 07/09/21 10 07/22/21 08/04/21 08/26/21 08/01/21 08/01/21 08/01/21 08/06/21 11 08/05/21 09/12/21 09/12/21 09/01/21 09/09/21 08/29/21 08/29/21 09/02/		05/27/21	06/09/21	07/01/21		06/06/21		06/11/21
$ \begin{array}{cccccccccccccccccccccccccccccccccccc$		06/10/21	06/23/21	07/15/21		06/20/21		06/25/21
9 07/08/21 07/21/21 08/12/21 08/12/21 07/18/21 07/18/21 07/23/21 10 07/22/21 08/04/21 08/26/21 08/04/21 08/26/21 08/01/21 08/01/21 08/06/21 09/03/21	8							
$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$							employment	
$\begin{array}{c c c c c c c c c c c c c c c c c c c $	10	07/22/21	08/04/21	08/26/21		08/01/21	websile	08/06/21
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	11	08/05/21	08/18/21	09/09/21	Students: Know	08/15/21		
13 09/02/21 09/15/21 10/07/21 submit your online 09/12/21 09/17/21 14 09/16/21 09/29/21 10/21/21 submit your online 09/12/21 09/26/21 09/17/21 15 09/30/21 10/13/21 11/04/21 10/21/21 may vary by 10/10/21 10/01/21 10/01/21 16 10/14/21 10/27/21 11/18/21 10/22/21 10/22/21 10/29/21 10/15/21 17 10/28/21 11/10/21 12/02/21 10/13/22 11/07/21 student begins work 11/12/21 18 11/11/21 11/24/21 12/30/21 11/13/22 11/21/21 student begins work 11/12/21 20 12/09/21 12/22/21 01/13/22 01/05/22 01/27/22 01/07/22 21 12/23/21 01/05/22 01/27/22 01/16/22 01/16/22 01/16/22 01/07/22 22 01/06/22 01/19/22 02/10/22 02/13/22 01/07/22 01/07/22 02/04/22 01/07/22 23 01/20/22 02/16/22 03/03/22 03/10/22 02/277/22 </td <td>12</td> <td>08/19/21</td> <td>09/01/21</td> <td>09/23/21</td> <td>the date you must</td> <td>08/29/21</td> <td></td> <td>09/03/21</td>	12	08/19/21	09/01/21	09/23/21	the date you must	08/29/21		09/03/21
14 09/16/21 09/29/21 10/21/21 timesheet to your supervisor. This supervisor. This supervisor. This supervisor. This avay any by the intervisor. This is available. 09/26/21 Paper timesheets 10/15/21 15 09/30/21 10/13/21 11/04/21 may vary by the intervisor. This your timesheet is not submitted on time you may not be paid for time you may not paid worked until the following pay day. 12/19/21 12/24/21 11/24/21*** 20 12/09/21 12/22/21 01/13/22 01/05/22 01/27/22 12/19/21 12/19/21 12/24/21 21 12/23/21 01/05/22 01/27/22 01/06/22 01/16/22 01/107/22 12/24/21 23 01/20/22 02/16/22 03/10/22 02/27/22 01/30/22 02/13/22 02/03/22 02/04/22 02/13/22 03/04/22 03/04/22 03/04/22 03/04/22 03/04/22 03/04/22 03/04/22 03/18/22 04/15/22 04/15/22 04/15/22<	13		09/15/21					
13 0.0/10/21 10/10/21 10/10/21 10/10/21 10/10/21 16 10/14/21 10/27/21 11/18/21 department and if your timesheet is not submitted on time you may not tinte you may not tinte you may not time you may			09/29/21	10/21/21	-			
16 10/14/21 10/27/21 11/18/21 department and if your timesheet is not submitted on time your timesheet is not submitted on time you may not be paid for time 10/24/21 Paper timesheets should be used if a student begins work before the online timesheet is available. 11/12/21 20 12/09/21 12/22/21 01/13/22 01/27/22 12/10/21 12/10/21 11/24/21*** 20 12/09/21 12/22/21 01/13/22 01/27/22 01/02/22 12/19/21 12/10/21 12/24/21 21 12/23/21 01/05/22 01/27/22 01/12/22 01/02/22 01/02/22 12/19/21 01/07/22 23 01/20/22 02/02/22 02/24/22 01/16/22 01/16/22 01/07/22 02/04/22 24 02/03/22 02/16/22 03/01/22 03/24/22 02/13/22 03/04/22 02/04/22 25 02/17/22 03/02/22 03/24/22 03/05/22 03/13/22 03/04/22 03/04/22 03/04/22 26 03/03/22 03/16/22 04/07/22 03/31/22 03/04/22 03/04/22 03/04/22 03/04/22 27 03/03/122 04/07/22 0	15	09/30/21	10/13/21	11/04/21		10/10/21		10/15/21
17 10/28/21 11/10/21 12/02/21 not submitted on time your timesheet is not submitted on time you may not be paid for time your may not be paid for time worked until the following pay day. 11/07/21 should be used if a student begins work before the online timesheet is available. Times should be used if a student begins work be paid for time worked until the following pay day. 11/12/22 11/24/21** 20 12/09/21 12/22/21 01/13/22 12/10/22 12/19/21 12/19/21 12/24/21 21 12/23/21 01/05/22 01/27/22 01/10/22 12/19/21 available. Times should be transferred to the online timesheet 01/07/22 23 01/20/22 02/02/22 02/21/22 02/13/22 02/13/22 02/13/22 02/04/22 24 02/03/22 03/02/22 03/24/22 02/13/22 03/04/22 03/04/22 03/04/22 25 02/17/22 03/02/22 03/24/22 03/03/22 03/04/22 03/04/22 03/04/22 26 03/03/22 03/16/22 04/07/22 03/02/22 03/04/22 03/04/22 03/04/22 03/04/22 2 04/14/22 04/21/22 05/05/22 04/21/22 04/11/22 04/29/22	16	10/14/21	10/27/21	11/18/21		10/24/21	Paner timesheets	10/29/21
18 11/11/21 11/24/21 12/16/21 11/230/21 11/230/21 11/230/21 11/24/21 12/05/21 11/24/21** 19 11/25/21 12/08/21 12/30/21 12/30/21 11/24/21 12/05/21 11/24/21** 20 12/09/21 12/22/21 01/13/22 01/05/22 01/13/22 12/19/21 12/19/21 12/19/21 12/24/21 21 12/23/21 01/05/22 01/27/22 01/02/22 01/02/22 01/02/22 01/07/22 01/07/22 23 01/20/22 02/02/22 02/24/22 01/30/22 01/30/22 01/02/22 02/04/22 02/04/22 02/04/22 02/04/22 02/04/22 02/04/22 02/04/22 02/04/22 03/04/22 03/04/22 03/04/22 03/04/22 03/04/22 03/04/22								
19 11/25/21 12/08/21 12/30/21 time you may not be paid for time worked until the following pay day. 12/05/21 before the online timesheet is available. Times should be paid for time worked until the following pay day. 12/10/21 20 12/09/21 12/22/21 01/13/22 12/10/22 12/10/21 21 12/23/21 01/05/22 01/27/22 01/10/22 12/10/21 12/10/21 22 01/06/22 01/19/22 02/10/22 02/10/22 01/16/22 01/16/22 01/10/22 01/07/22 23 01/20/22 02/02/22 02/24/22 03/10/22 02/13/22 02/04/22 02/04/22 24 02/03/22 03/02/22 03/24/22 03/10/22 02/13/22 02/18/22 02/04/22 25 02/17/22 03/02/22 03/24/22 03/30/22 04/21/22 03/30/22 03/24/22 03/31/22 03/04/22 03/31/8/22 03/03/22 04/10/22 **Time sheets are due early as are due to fare due for are due								
20 12/09/21 12/22/21 01/13/22 following pay day. 12/19/21 01/05/22 12/24/21 21 12/23/21 01/05/22 01/27/22 01/06/22 01/19/22 02/10/22 01/06/22 01/07/22 01/07/22 23 01/20/22 02/02/22 02/24/22 02/24/22 01/30/22 02/13/22 02/04/22 02/04/22 24 02/03/22 02/16/22 03/01/22 03/24/22 02/13/22 02/18/22 02/18/22 25 02/17/22 03/02/22 04/07/22 03/13/22 03/04/22 03/04/22 26 03/03/22 03/16/22 04/21/22 03/27/22 03/13/22 03/04/22 27 03/17/22 03/30/22 04/21/22 05/05/22 04/10/22 **Time sheets 04/01/22 2 04/14/22 04/27/22 05/19/22 04/22/22 04/24/22 04/29/22 04/29/22 3 04/28/22 05/11/22 05/19/22 05/08/22 04/28/22 04/29/22					be paid for time		timesheet is	
21 12/23/21 01/05/22 01/27/22 01/06/22 01/02/22 transferred to the online timesheet 01/07/22 22 01/06/22 01/19/22 02/10/22 01/02/22 01/02/22 01/02/22 01/02/22 01/21/22 23 01/20/22 02/02/22 02/24/22 01/02/22 01/02/22 02/04/22 02/04/22 24 02/03/22 02/16/22 03/10/22 03/10/22 02/27/22 02/18/22 02/04/22 25 02/17/22 03/02/22 03/24/22 03/13/22 03/13/22 03/04/22 26 03/03/22 03/16/22 04/07/22 03/13/22 03/13/22 03/18/22 27 03/17/22 03/30/22 04/21/22 03/27/22 04/10/22 **Time sheets 04/01/22 1 03/31/22 04/13/22 05/05/22 04/10/22 **Time sheets 04/29/22 2 04/14/22 04/27/22 05/19/22 05/08/22 04/28/22 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 05/08/22 a result of a 05/03/13/22 <td>20</td> <td>12/09/21</td> <td>12/22/21</td> <td>01/13/22</td> <td></td> <td>12/19/21</td> <td></td> <td>12/24/21</td>	20	12/09/21	12/22/21	01/13/22		12/19/21		12/24/21
22 01/06/22 01/19/22 02/10/22 01/16/22 01/16/22 01/16/22 01/21/22 23 01/20/22 02/02/22 02/24/22 01/30/22 01/30/22 02/04/22 02/04/22 24 02/03/22 02/16/22 03/10/22 03/24/22 02/13/22 02/18/22 02/18/22 25 02/17/22 03/02/22 03/24/22 03/21/22 03/13/22 03/04/22 26 03/03/22 03/16/22 04/07/22 03/31/3/22 03/18/22 03/18/22 27 03/17/22 03/30/22 04/21/22 03/27/22 03/27/22 04/10/22 **Time sheets 04/01/22 2 04/14/22 04/27/22 05/19/22 05/19/22 04/22/22 04/29/22 04/29/22 3 04/28/22 05/11/22 05/09/22 05/08/22 04/22/22 04/29/22 04/29/22					ioliowing pay day.			
23 01/20/22 02/02/22 02/24/22 02/03/22 02/04/22 24 02/03/22 02/16/22 03/10/22 02/04/22 02/18/22 25 02/17/22 03/02/22 03/24/22 02/03/22 03/04/22 26 03/03/22 03/16/22 04/07/22 03/13/22 03/13/22 03/18/22 27 03/17/22 03/30/22 04/21/22 03/05/22 03/27/22 03/27/22 03/18/22 1 03/31/22 04/13/22 05/05/22 04/21/22 04/10/22 **Time sheets are due early as a result of a 04/29/22 2 04/14/22 04/27/22 05/19/22 05/08/22 04/24/22 a result of a 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 05/08/22 b slider 05/13/22								
24 02/03/22 02/16/22 03/10/22 02/13/22 available. 02/18/22 25 02/17/22 03/02/22 03/24/22 02/27/22 03/03/22 03/04/22 26 03/03/22 03/16/22 04/07/22 03/13/22 03/13/22 03/18/22 27 03/17/22 03/30/22 04/21/22 03/27/22 03/27/22 04/01/22 1 03/31/22 04/13/22 05/05/22 04/10/22 **Time sheets are due early as a result of a ob/13/22 04/29/22 2 04/14/22 04/27/22 05/19/22 04/02/22 04/22/22 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 05/08/22 balither 04/29/22								
26 03/03/22 03/16/22 04/07/22 03/13/22 03/13/22 03/18/22 27 03/17/22 03/30/22 04/21/22 03/27/22 03/27/22 04/01/22 1 03/31/22 04/13/22 05/05/22 04/10/22 **Time sheets 04/15/22 2 04/14/22 04/27/22 05/19/22 04/24/22 are due early as a result of a 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 balister 05/13/22							available.	
26 03/03/22 03/16/22 04/07/22 03/13/22 03/13/22 03/18/22 27 03/17/22 03/30/22 04/21/22 03/27/22 03/27/22 04/01/22 1 03/31/22 04/13/22 05/05/22 04/10/22 **Time sheets 04/15/22 2 04/14/22 04/27/22 05/19/22 04/24/22 are due early as a result of a 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 balister 05/13/22	25	02/17/22	03/02/22	03/24/22		02/27/22		03/04/22
27 03/17/22 03/30/22 04/21/22 03/27/22 04/01/22 1 03/31/22 04/13/22 05/05/22 04/10/22 **Time sheets 04/01/22 2 04/14/22 04/27/22 05/19/22 04/02/22 04/24/22 04/24/22 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 05/08/22 04/10/22 04/29/22								
1 03/31/22 04/13/22 05/05/22 04/10/22 **Time sheets 04/15/22 2 04/14/22 04/27/22 05/19/22 04/24/22 are due early as 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 balletee 05/13/22								
2 04/14/22 04/27/22 05/19/22 04/24/22 are due early as 04/29/22 3 04/28/22 05/11/22 06/02/22 05/08/22 aresult of a 05/13/22								
2 04/14/22 04/27/22 05/19/22 3 04/28/22 05/11/22 06/02/22 a result of a 05/13/22	I	00/01/22	07/10/22	00/00/22		0-7/10/22		04/13/22
3 04/20/22 05/11/22 06/02/22 05/06/22 05/15/22	2	04/14/22	04/27/22	05/19/22		04/24/22	-	04/29/22
4 05/12/22 05/25/22 06/16/22 05/22/22 holiday. 05/27/22	3	04/28/22	05/11/22	06/02/22		05/08/22		05/13/22
	4	05/12/22	05/25/22	06/16/22		05/22/22	holiday.	05/27/22

Student Assistant and Federal work-study must submit timesheets online @ WWW.SUNY.EDU/HRPORTAL

Timesheets submitted and/or approved after the due date may not be processed for the current payroll.

Instructions for student online timesheets can be found at <u>https://www.albany.edu/hr/student-empl.php</u> Payroll phone: 518-437-3830 or email us at <u>payroll@albany.edu</u>

Enroll in Direct Deposit Today! Download forms at <u>https://www.albany.edu/hr/direct-deposit.php</u> Revised 4/21/2021