

**Note: ADP Lockouts are tentative; do not begin working until you receive the payroll confirmation notice.**

# March 2012

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
<b>Pay Period Begin Dates</b> <ul style="list-style-type: none"> <li>February 18</li> <li>March 3</li> <li>March 17</li> <li>April 1</li> </ul>			<b>1</b> <b>1<sup>st</sup> Biweekly Changes &amp; Comp Forms Due 9am</b>	<b>2</b> <b>March 1<sup>st</sup> Biweekly &amp; Student eTime approvals due</b>
<b>5</b> <b>ADP LOCKOUT (Biweekly – C,H,T,W)</b>  1BWSSC	<b>6</b> <b>ADP LOCKOUT (Biweekly – C,H,T,W)</b>	<b>7</b>	<b>8</b>	<b>9</b> <b>March 1st Biweekly &amp; Student Payday – 312</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> <b>2<sup>nd</sup> Biweekly Changes &amp; Comp Forms Due 9am</b>  <b>GA Changes due to SEO by 9am</b>	<b>16</b> <b>Monthly Timecards due 3pm</b>  <b>March 2<sup>nd</sup> Biweekly &amp; Student eTime approvals due</b>
<b>19</b> <b>ADP LOCKOUT (Biweekly – C,H,T,W)</b>  2BWSSC	<b>20</b> <b>ADP LOCKOUT (Biweekly – C,H,T,W)</b>  <b>Monthly Changes &amp; Comp Forms Due 9am</b>	<b>21</b>	<b>22</b>	<b>23</b> <b>March 2<sup>nd</sup> Biweekly &amp; Student Payday – 322</b>
<b>26</b> <b>ADP LOCKOUT (All Monthly)</b>  MOSSC	<b>27</b> <b>ADP LOCKOUT (All Monthly)</b>	<b>28</b>	<b>29</b> <b>Apr 1<sup>st</sup> Biweekly Changes &amp; Comp Forms Due 9am</b>	<b>30</b> <b>Monthly, Faculty &amp; GA Payroll – 332</b>  <b>Apr 1<sup>st</sup> Biweekly &amp; Student eTime approvals due</b>