

November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 November 1 st Biweekly & Student eTime Approvals Due 9am Process Biweekly & Student Payroll	3 Process Biweekly & Student Payroll PR due at noon to SSC	4 Audit NRA Withholdings	5	6 1st Biweekly & Student Payroll	7
8	9 Student Applications & Changes for 2 nd BW due 9am	10 GA Changes Due 5:30pm	11 Deadline for off-cycle check requests 8am	12	13 Monthly Timecards Due 3pm ADP LOCKOUT 3PM (Biweekly)	14
15	16 November 2 nd Biweekly & Student eTime Approvals Due 9am Process Biweekly & Student Payroll	17 Process Biweekly & Student Payroll PR due at noon to SSC November Monthly Changes & Extra Comp Forms Due 3pm	18 Audit NRA Withholdings ADP LOCKOUT until Nov monthly is confirmed 5:30PM (Monthly)	19 Process Monthly, Faculty & GA Payroll	20 2nd Biweekly & Student Payroll	21
22	23 Student Applications & Changes for 1 st BW due 9am	24	25 MO PR due at noon University Furlough	26 University Holiday	27 University Holiday ADP LOCKOUT 3PM (Biweekly)	28
29	30 Monthly, Faculty & GA Payroll					

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