

2003

SHARP BI-WEEKLY ON-CYCLE PAYROLL SCHEDULE
JUNE - DECEMBER 2003

PAYROLL PERIODS		DATE PAYROLL CHECKS MAILED ****	PAY DATE*	TIME & LEAVE, AND EMPLOYEE DATA, FOR PAYSHEET CREATION & PRELIMINARY CALCULATION					CUTOFF FOR "OKAY TO PAY" AND CORRECTION OF T & L ENTRIES 6:00 P.M. ***	ENCUMBRANCE TRANSACTIONS POSTED TO STARS AFTER 6:00 P.M.
START DATES	ENDING DATES			FIRST T&L ENTRY DATE FOR ON-LINE USERS	CUTOFF PAPER USERS 6:00 P.M.	CUTOFF INTERFACE USERS 5:00 P.M.	CUTOFF REGENTS FILES 6:00 A.M.	CUTOFF ON-LINE USERS 6:00 P.M.**		
11-May-03	24-May-03	5-Jun-03	6-Jun-03	12-May-03	23-May-03	23-May-03	30-May-03	27-May-03	30-May-03	3-Jun-03
25-May-03	7-Jun-03	19-Jun-03	20-Jun-03	27-May-03	5-Jun-03	6-Jun-03	11-Jun-03	9-Jun-03	11-Jun-03	17-Jun-03
8-Jun-03	21-Jun-03	2-Jul-03	3-Jul-03	9-Jun-03	In SHARP v8.0 Agencies will perform their own Time and Leave Entry ----- ----- Entry should be completed by the Cutoff Date for On-line Users	23-Jun-03	26-Jun-03	24-Jun-03	27-Jun-03	1-Jul-03
22-Jun-03	5-Jul-03	17-Jul-03	18-Jul-03	23-Jun-03		7-Jul-03	11-Jul-03	8-Jul-03	11-Jul-03	15-Jul-03
6-Jul-03	19-Jul-03	31-Jul-03	1-Aug-03	7-Jul-03		21-Jul-03	25-Jul-03	22-Jul-03	25-Jul-03	29-Jul-03
20-Jul-03	2-Aug-03	14-Aug-03	15-Aug-03	21-Jul-03		4-Aug-03	8-Aug-03	5-Aug-03	8-Aug-03	12-Aug-03
3-Aug-03	16-Aug-03	28-Aug-03	29-Aug-03	4-Aug-03		18-Aug-03	22-Aug-03	19-Aug-03	22-Aug-03	26-Aug-03
17-Aug-03	30-Aug-03	11-Sep-03	12-Sep-03	18-Aug-03		29-Aug-03	5-Sep-03	2-Sep-03	5-Sep-03	9-Sep-03
31-Aug-03	13-Sep-03	25-Sep-03	26-Sep-03	2-Sep-03		15-Sep-03	19-Sep-03	16-Sep-03	19-Sep-03	23-Sep-03
14-Sep-03	27-Sep-03	9-Oct-03	10-Oct-03	15-Sep-03		29-Sep-03	3-Oct-03	30-Sep-03	3-Oct-03	7-Oct-03
28-Sep-03	11-Oct-03	23-Oct-03	24-Oct-03	29-Sep-03		13-Oct-03	17-Oct-03	14-Oct-03	17-Oct-03	21-Oct-03
12-Oct-03	25-Oct-03	6-Nov-03	7-Nov-03	13-Oct-03		27-Oct-03	31-Oct-03	28-Oct-03	31-Oct-03	4-Nov-03
26-Oct-03	8-Nov-03	20-Nov-03	21-Nov-03	27-Oct-03	7-Nov-03	14-Nov-03	10-Nov-03	14-Nov-03	18-Nov-03	
9-Nov-03	22-Nov-03	4-Dec-03	5-Dec-03	10-Nov-03	21-Nov-03	26-Nov-03	24-Nov-03	26-Nov-03	2-Dec-03	
23-Nov-03	6-Dec-03	18-Dec-03	19-Dec-03	24-Nov-03	8-Dec-03	12-Dec-03	9-Dec-03	12-Dec-03	16-Dec-03	
7-Dec-03	20-Dec-03	31-Dec-03	2-Jan-04	8-Dec-03	19-Dec-03	26-Dec-03	22-Dec-03	26-Dec-03	30-Dec-03	
21-Dec-03	3-Jan-04	15-Jan-04	16-Jan-04	22-Dec-03	5-Jan-04	9-Jan-04	6-Jan-04	9-Jan-04	13-Jan-04	

* Send encumbrance liquidation and expenditure transactions to STARS
 **Preliminary Pay Calculation ran at 6:00 P.M. and each succeeding work day until the cutoff for "okay to pay"
 ***Final Pay Calculation ran at 6:00 P.M.

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**SHARP BI-WEEKLY OFF-CYCLE PAYROLL SCHEDULE
JUNE - DECEMBER 2003**

PAYROLL PERIODS		ON-CYCLE PAY DATE	OFF CYCLE SCHEDULE OF RUN DATES AND PAY CHECK/DIRECT DEPOSIT DATES								
START DATES	ENDING DATES		SHaRP Run A 6:00 p.m. Cutoff	Regents' Run A 5:00 p.m. Cutoff	PAYCHECK DATE	SHaRP Run B 6:00 p.m. Cutoff	Regents' Run B 5:00 p.m. Cutoff	PAYCHECK DATE	SHaRP Run C 6:00 p.m. Cutoff	Regents' Run C 5:00 p.m. Cutoff	PAYCHECK DATE
11-May-03	24-May-03	6-Jun-03	2-Jun-03	30-May-03	6-Jun-03	4-Jun-03	3-Jun-03	9-Jun-03	9-Jun-03	6-Jun-03	12-Jun-03
25-May-03	7-Jun-03	20-Jun-03	13-Jun-03	12-Jun-03	20-Jun-03	No Off-Cycle	No Off-Cycle	No Off-Cycle	23-Jun-03	20-Jun-03	26-Jun-03
8-Jun-03	21-Jun-03	3-Jul-03	30-Jun-03	27-Jun-03	3-Jul-03	2-Jul-03	1-Jul-03	7-Jul-03	7-Jul-03	3-Jul-03	10-Jul-03
22-Jun-03	5-Jul-03	18-Jul-03	14-Jul-03	11-Jul-03	18-Jul-03	16-Jul-03	15-Jul-03	21-Jul-03	21-Jul-03	18-Jul-03	24-Jul-03
6-Jul-03	19-Jul-03	1-Aug-03	28-Jul-03	25-Jul-03	1-Aug-03	30-Jul-03	29-Jul-03	4-Aug-03	4-Aug-03	1-Aug-03	7-Aug-03
20-Jul-03	2-Aug-03	15-Aug-03	11-Aug-03	8-Aug-03	15-Aug-03	13-Aug-03	12-Aug-03	18-Aug-03	18-Aug-03	15-Aug-03	21-Aug-03
3-Aug-03	16-Aug-03	29-Aug-03	25-Aug-03	22-Aug-03	29-Aug-03	27-Aug-03	26-Aug-03	2-Sep-03	2-Sep-03	29-Aug-03	5-Sep-03
17-Aug-03	30-Aug-03	12-Sep-03	8-Sep-03	5-Sep-03	12-Sep-03	10-Sep-03	9-Sep-03	15-Sep-03	15-Sep-03	12-Sep-03	18-Sep-03
31-Aug-03	13-Sep-03	26-Sep-03	22-Sep-03	19-Sep-03	26-Sep-03	24-Sep-03	23-Sep-03	29-Sep-03	29-Sep-03	26-Sep-03	2-Oct-03
14-Sep-03	27-Sep-03	10-Oct-03	6-Oct-03	3-Oct-03	10-Oct-03	8-Oct-03	7-Oct-03	14-Oct-03	13-Oct-03	10-Oct-03	16-Oct-03
28-Sep-03	11-Oct-03	24-Oct-03	20-Oct-03	17-Oct-03	24-Oct-03	22-Oct-03	21-Oct-03	27-Oct-03	27-Oct-03	24-Oct-03	30-Oct-03
12-Oct-03	25-Oct-03	7-Nov-03	3-Nov-03	31-Oct-03	7-Nov-03	5-Nov-03	4-Nov-03	10-Nov-03	10-Nov-03	7-Nov-03	13-Nov-03
26-Oct-03	8-Nov-03	21-Nov-03	17-Nov-03	14-Nov-03	21-Nov-03	19-Nov-03	18-Nov-03	24-Nov-03	24-Nov-03	21-Nov-03	1-Dec-03
9-Nov-03	22-Nov-03	5-Dec-03	1-Dec-03	26-Nov-03	5-Dec-03	3-Dec-03	2-Dec-03	8-Dec-03	8-Dec-03	5-Dec-03	11-Dec-03
23-Nov-03	6-Dec-03	19-Dec-03	15-Dec-03	12-Dec-03	19-Dec-03	17-Dec-03	16-Dec-03	22-Dec-03	22-Dec-03	19-Dec-03	26-Dec-03
7-Dec-03	20-Dec-03	2-Jan-04	29-Dec-03	26-Dec-03	2-Jan-04	31-Dec-03	30-Dec-03	5-Jan-04	5-Jan-04	2-Jan-04	8-Jan-04
21-Dec-03	3-Jan-04	16-Jan-04	12-Jan-04	9-Jan-04	16-Jan-04	14-Jan-04	13-Jan-04	20-Jan-04	20-Jan-04	16-Jan-04	23-Jan-04