

**FEDERAL WORK-STUDY
SCHEDULED PAY PERIODS
Summer 2011, Fall 2011 and Spring 2012**

Pay checks are available in the Student Financial Assistance and Education Office (601 W. Lombard St. Suite 221) after 11:00 a.m. on the distribution dates indicated. Direct Deposit forms are mailed to students. Please pay close attention to the timesheet due dates, **late timesheets will be processed the following pay period.**

PAY PERIOD	TIMESHEETS DUE DATE	PAYROLL CHECK DISTRIBUTION DATE
JUN 05 - JUN 18	JUNE 20	JULY 08
JUN 19 - JUL 02	JULY 01*	JULY 22
JUL 03 - JUL 16	JULY 18	AUG 05
JUL 17 - JUL 30	AUG 01	AUG 19
JUL 31 - AUG 13	AUG 15	SEPT 02
LAST PAY PERIOD FOR SUMMER SEMESTER		
AUG 14 - AUG 27	AUG 29	SEPT 16
AUG 28 - SEPT 10	SEPT 12	SEPT 30
SEPT 11 - SEPT 24	SEPT 26	OCT 14
SEPT 25 - OCT 08	OCT 07*	OCT 28
OCT 09 - OCT 22	OCT 24	NOV 11
OCT 23 - NOV 05	NOV 07	NOV 23**
NOV 06 - NOV 19	NOV 21	DEC 09
NOV 20 - DEC 03	DEC 05	DEC 23
DEC 04 - DEC 17	DEC 19	JAN 06
LAST PAY PERIOD FOR FALL SEMESTER		
DEC 18 - DEC 31	JAN 02	JAN 20
JAN 01 - JAN 14	JAN 17	FEB 03
JAN 15 - JAN 28	JAN 30	FEB 17
JAN 29 - FEB 11	FEB 13	MAR 03
FEB 12 - FEB 25	FEB 27	MAR 16
FEB 26 - MAR 10	MAR 12	MAR 30
MAR 11 - MAR 24	MAR 26	APR 13
MAR 25 - APR 07	APR 09	APR 27
APR 09 - APR 21	APR 23	MAY 11
APR 23 - MAY 05	MAY 07	MAY 25
LAST PAY PERIOD FOR SPRING SEMESTER		

* Timesheets are due early because of a holiday.

** Paychecks will be distributed Wednesday because of a holiday.

Timesheets due dates and check distribution dates are subject to change based on Central Payroll Bureau's Calendar.

**TIMESHEETS WILL NOT BE PROCESSED ON TIME
IF NOT COMPLETED PROPERLY OR SUBMITTED LATE.**

UNDER NO CIRCUMSTANCE MAY A STUDENT RECEIVE PAYMENT FROM FEDERAL WORK-STUDY FUNDS IN EXCESS OF 40 HOURS PER WEEK WHILE SCHOOL IS IN SESSION. IN ADDITION, ALL MONIES EARNED IN EXCESS OF EACH STUDENT'S AWARD AMOUNT MUST BE COMPENSATED BY THE DEPARTMENT OR ORGANIZATION WHO HIRED THEM.