2020 - EXEMPT EMPLOYEES

FLORIDA POLYTECHNIC UNIVERSITY

*Certify time on **one** day within each pay period.*

Pay Period Begins	Pay Period Ends	Pay Date
01/01/20	01/15/20	01/15/20
01/16/20	01/31/20	01/31/20
02/01/20	02/15/20	02/14/20
02/16/20	02/29/20	02/28/20
03/01/20	03/15/20	03/13/20
03/16/20	03/31/20	03/31/20
04/01/20	04/15/20	04/15/20
04/16/20	04/30/20	04/30/20
05/01/20	05/15/20	05/15/20
05/16/20	05/31/20	05/29/20
06/01/20	06/15/20	06/15/20
06/16/20	06/30/20	06/30/20
07/01/20	07/15/20	07/15/20
07/16/20	07/31/20	07/31/20
08/01/20	08/15/20	08/14/20
08/16/20	08/31/20	08/31/20
09/01/20	09/15/20	09/15/20
09/16/20	09/30/20	09/30/20
10/01/20	10/15/20	10/15/20
10/16/20	10/31/20	10/30/20
11/01/20	11/15/20	11/13/20
11/16/20	11/30/20	11/30/20
12/01/20	12/15/20	12/15/20
12/16/20	12/31/20	12/31/20

2020 - SUPPORT & OPS EMPLOYEES

Florida Polytechnic University

<mark>*Submit time EVERY Thursday!*</mark>

Pay Period Begins	Pay Period Ends	Supervisor Deadline	Pay Date
12/13/19	12/26/19	12/27/19	01/15/20
12/27/19	01/09/20	01/10/20	01/31/20
01/10/20	**02/06/20**	**02/07/20**	**02/14/20**
02/07/20	02/20/20	02/21/20	02/28/20
02/21/20	03/05/20	03/06/20	03/13/20
03/06/20	03/19/20	03/20/20	03/31/20
03/20/20	04/02/20	04/03/20	04/15/20
04/03/20	04/16/20	04/17/20	04/30/20
04/17/20	04/30/20	05/01/20	05/15/20
05/01/20	05/14/20	05/15/20	05/29/20
05/15/20	05/28/20	05/29/20	06/15/20
05/29/20	06/11/20	06/12/20	06/30/20
06/12/20	06/25/20	06/26/20	07/15/20
06/26/20	07/09/20	07/10/20	07/31/20
07/10/20	**08/06/20**	**08/07/20**	**08/14/20**
08/07/20	08/20/20	08/21/20	08/31/20
08/21/20	09/03/20	09/04/20	09/15/20
09/04/20	09/17/20	09/18/20	09/30/20
09/18/20	10/01/20	10/02/20	10/15/20
10/02/20	10/15/20	10/16/20	10/30/20
10/16/20	10/29/20	10/30/20	11/13/20
10/30/20	11/12/20	11/13/20	11/30/20
11/13/20	11/26/20	11/27/20	12/15/20
11/27/20	12/10/20	12/11/20	12/31/20

Four weeks worth of time will be included on this paycheck.
The pay frequency will still be semi-monthly and any deductions remain the same.

<mark>**CAUTION: Payroll will no longer submit or approve time entries on behalf of employees.**
Failure to enter time and/or approve time by the deadlines above may result in paychecks being delayed.</mark>

Questions: Email Shannon Medley
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