

January 2015

HR Processing Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				NEW YEAR'S HOLIDAY No Labor Redistribution Entry Until Further Notice	HOLIDAY	RUN R01 & REPORTS Banner/UAOnline (all instances) & Blackboard Learn Outages for Talkeetna OS Upgrade 8AM-Midnight
				No R01 Adjustment or LR Entry		
4	5	6	7	8	9	10
Contingency Day - Banner/UAOnline & Blackboard Learn Outages for Talkeetna OS Upgrade No Labor Redistribution Entry Until Further Notice	R01 Pulls to SW by 3:30 pm CY14 W2_1 ADJ Run (2014 R01-R26) (No LRs) - Use 12/31/14 history/posting override date LRGP Refresh w/Balancing	Fin Aid Feed - No R26 Adj Entry until 10 am Adj Pulls to SW by 11:30 am ADJ01 (CY15 R01-R02) W2 Balancing	Adj Pulls to SW by 11:30 am Final W-2 Entry (2014) CY14 W2_2 ADJ Run (2014 R01-R26) & (2015 R03 if needed) (No LRs) - Use 12/31/14 history/posting override date	Adj Pulls to SW by 11:30 am ADJ02 (CY15 R01-R02)	Adj Pulls to SW by 11:30 am W2 Balancing R01 PAYDAY	R02 PP END Fall 2014 Effort Cert Period End
11	12	13	14	15	16	17
No Labor Redistribution Entry Until Further Notice Spring 2015 Effort Cert Period Begin	Run Intl Phptime R02 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct CY14 Quarter 4 Processing ADJ03 (R01-R03) E - 11:59 AM	Monthly Data Integrity Rpts Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct A - 5 PM	Nn/Nt: Derr/Dcon/Rextrct ADJ04 (R01-R03) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF	Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc No R02 Adjustment or LR Entry	Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc	RUN R02 & REPORTS
18	19	20	21	22	23	24
No Labor Redistribution Entry Until Further Notice	MARTIN LUTHER KING, JR DAY IN CELEBRATION OF ALASKA CIVIL RIGHTS HOLIDAY - UA OFFICES CLOSED	R02 Pulls to SW by Noon ADJ05 (R01-R03) 2014 W-2 Processing (UAOnline Form Enabled) Student Eligibility Report	Adj Pulls to SW by 11:30 am	ADJ06 (R01-R03)	Fin Aid Feed - No R01-R02 Adj Entry until 10 am Adj Pulls to SW by 11:30 am R02 PAYDAY	R03 PP END
25	26	27	28	29	30	31
	Run Intl Phptime R03 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ07 (R01-R04) E - 11:59 AM	Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct A - 5 PM	Nn/Nt: Derr/Dcon/Rextrct ADJ08 (R01-R04) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF Student Eligibility Report	Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc No R03 Adjustment or LR Entry	Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc	RUN R03 & REPORTS

February 2015

HR Processing Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 R03 Pulls to SW by 3:30 pm Month End Processing	3 ADJ09 (R01-R04)	4 Adj Pulls to SW by 11:30 am ADJ09_a (CY14 LRs R15-R26)	5 ADJ10 (R01-R04)	6 Adj Pulls to SW by 11:30 am R03 PAYDAY	7 R04 PP END
Student Eligibility Report						
8	9 Run Intl Phtime R04 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ11 (R02-R05)	10 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct	11 Nn/Nt: Derr/Dcon/Rextrct ADJ12 (R01-R05) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	12 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc	13 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	14 RUN R04 & REPORTS Annual Leave Roll
E - 11:59 AM		A - 5 PM		No R04 Adjustment or LR Entry		
Student Eligibility Report						
15	16 Monthly Data Integrity Rpts R04 Pulls to SW by 3:30 pm	17 ADJ13 (R02-R05)	18 Adj Pulls to SW by 11:30 am Regional CY2011 W-2c Info to SW	19 ADJ14_a (CY14 LRs R15-R26) ADJ14 (CY15 R02-R05)	20 Fin Aid Feed - No R03-R04 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am R04 PAYDAY 1042s Processing	21 R05 PP END
				No R15-R26 Adjs		
22	23 Run Intl Phtime R05 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ15 (R03-R06)	24 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct	25 Nn/Nt: Derr/Dcon/Rextrct ADJ16 (R01-R06) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	26 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc	27 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	28 RUN R05 & REPORTS
E - 11:59 AM		A - 5 PM		No R05 Adjustment or LR Entry		

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March						
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March 2015

HR Processing Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 R05 Pulls to SW by 3:30 pm Month End Processing	3 ADJ17 (R03-R06)	4 Adj Pulls to SW by 11:30 am	5 ADJ18 (R03-R06) 1042 Forms Due to Be Mailed	6 Run Intl Phptime R06 FOAPAL Validation Report Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct R05 PAYDAY <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 5 PM</div>	7 R06 PP END
8	9 Nn/Nt: Derr/Dcon/Rextrct ADJ19 (R04-R07) <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 5 PM</div>	10 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	11 Nn/Nt: Derr/Dcon/Rextrct ADJ20 (R01-R05 & R07) Nt: Hr/Rs/Dov/Prf/Lv/Clc	12 Fin Aid Feed - No R01 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct/ Prf/Lv/Clc	13 UAA SPRING RECESS HOLIDAY	14 RUN R06 & REPORTS
No R06 Adjustment or LR Entry						
15	16 Monthly Data Integrity Rpts R06 Pulls to SW by 3:30 pm ADJ21 (R04-R07)	17 Adj Pulls to SW by 11:30 am	18 ADJ22_a (CY14 LRs R15-R26) ADJ22 (CY15 R04-R07) <div style="border: 1px solid black; padding: 2px; text-align: center;">No R15-R26 Adjs</div>	19 Fin Aid Feed - No R05-R06 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am	20 UAF/UAS/SW SPRING RECESS HOLIDAY R06 PAYDAY	21 R07 PP END
22	23 Run Intl Phptime R07 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ23 (R05-R08) <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 11:59 AM</div>	24 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 5 PM</div>	25 Nn/Nt: Derr/Dcon/Rextrct ADJ24 (R01-R08) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	26 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct W2 Balancing Nt: Hr/Rs/Dov/Prf/Lv/Clc	27 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	28 RUN R07 & REPORTS
No R07 Adjustment or LR Entry						
29	30 R07 Pulls to SW by 3:30 pm	31 ADJ25 (R05-R08)				

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April 2015

HR Processing Calendar

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			1 Adj Pulls to SW by 11:30 am Month End Processing Quarter 1 Processing	2 ADJ26 (R05-R08)	3 Adj Pulls to SW by 11:30 am R07 PAYDAY	4 R08 PP END																																																																																																									
5	6 Run Intl Phtime R08 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ27 (R06-R09) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">E - 11:59 AM</div>	7 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">A - 5 PM</div>	8 Nn/Nt: Derr/Dcon/Rextrct ADJ28 (R01-R09) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	9 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">No R08 Adjustment or LR Entry</div>	10 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	11 RUN R08 & REPORTS																																																																																																									
12	13 Monthly Data Integrity Rpts R08 Pulls to SW by 3:30 pm	14 ADJ29 (R06-R09)	15 Adj Pulls to SW by 11:30 am Open Enrollment Begins	16 ADJ30_a (CY14 LRs R15-R26) ADJ30 (CY15 R06-R09) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">No R15-R26 Adjs</div>	17 Adj Pulls to SW by 11:30 am R08 PAYDAY	18 R09 PP END																																																																																																									
19	20 Run Intl Phtime R09 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ31 (R07-R10) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">E - 11:59 AM</div>	21 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Spring 2015 HR Extract (IR) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">A - 5 PM</div>	22 Nn/Nt: Derr/Dcon/Rextrct ADJ32 (R01-R10) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	23 Fin Aid Feed - No R07-R08 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">No R09 Adjustment or LR Entry</div>	24 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	25 RUN R09 & REPORTS																																																																																																									
26	27 R09 Pulls to SW by 3:30 pm	28 ADJ33 (R07-R10)	29 Adj Pulls to SW by 11:30 am	30 ADJ34 (R07-R10)	<div style="display: flex; justify-content: space-around; margin-bottom: 10px;"> <table border="1" style="font-size: 8px; border-collapse: collapse;"> <thead> <tr><th colspan="7">March</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <table border="1" style="font-size: 8px; border-collapse: collapse;"> <thead> <tr><th colspan="7">May</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1 2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> </div>		March							S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					May							S	M	T	W	T	F	S							1 2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
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May 2015

HR Processing Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Adj Pulls to SW by 11:30 am Month End Processing R09 PAYDAY	2 R10 PP END
3	4 Run Intl Phptime R10 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ35 (R08-R11) <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 11:59 AM</div>	5 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 5 PM</div>	6 Nn/Nt: Derr/Dcon/Rextrct ADJ36 (R01-R11) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	7 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; text-align: center;">No R10 Adjustment or LR Entry</div>	8 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	9 RUN R10 & REPORTS
10 <div style="border: 1px solid black; padding: 2px; text-align: center;">LRGP Refresh</div>	11 Monthly Data Integrity Rpts R10 Pulls to SW by 3:30 pm	12 ADJ37 (R08-R11)	13 Adj Pulls to SW by 11:30 am	14 ADJ38 (R08-R11)	15 <div style="border: 1px solid black; padding: 2px; text-align: center;">Open Enrollment Ends</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">Fin Aid Feed - No R09-R10 Adj/LR Entry until 10 am</div> Adj Pulls to SW by 11:30 am R10 PAYDAY	16 R11 PP END Spring 2015 Effort Cert Period End
17 FAST (Fire Alarm Systems Test) - system outages possible 4AM-4PM Summer 2015 Effort Cert Period Begin	18 Month End HC Processing (for June eligibility file) Run Intl Phptime R11 Nn/Nt: Derr/Dcon/Rextrct ADJ39 (R09-R12) <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 11:59 AM</div>	19 Begin OE Non-Health Care Entry (FSA, AD&D, Supp Life) Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 5 PM</div>	20 Nn/Nt: Derr/Dcon/Rextrct ADJ40 (R01-R12) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	21 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc Regional CY2011-2013 W-2c Info to SW <div style="border: 1px solid black; padding: 2px; text-align: center;">No R11 Adjustment or LR Entry</div>	22 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	23 RUN R11 & REPORTS
24	25 MEMORIAL DAY HOLIDAY	26 R11 Pulls to SW by Noon ADJ41 (R09-R12)	27 Adj Pulls to SW by 11:30 am	28 Open Enrollment Non-Health Care Entry Deadline ADJ42_a (CY14 LRs R15- R26) ADJ42 (CY15 R09-R12) <div style="border: 1px solid black; padding: 2px; text-align: center;">No R15-R26 Adjs</div>	29 Adj Pulls to SW by 11:30 am Month End Processing (Non- Health Care) R11 PAYDAY	30 R12 PP END
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April						
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June 2015

HR Processing Calendar

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	Begin OE Health Care & HSA Entry FY16 Salary Schedule Roll FOAPAL Validation Report Run Intl Phptime R12 Nn/Nt: Derr/Dcon/Rextrct ADJ43 (R10-R13) E - 1:59 PM	Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct A - 5 PM	Nn/Nt: Derr/Dcon/Rextrct ADJ44 (R01-R13) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF	Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc No R12 Adjustment or LR Entry	Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc	RUN R12 & REPORTS																																																																																												
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	Monthly Data Integrity Rpts R12 Pulls to SW by 3:30 pm	ADJ45 (R10-R13)	Begin FY16 WRB Dedn Entry Adj Pulls to SW by 11:30 am	ADJ46 (R10-R13)	Fin Aid Feed - No R11-R12 Adj/LR Entry until 10 am OE Health Care & HSA Entry Deadline Adj Pulls to SW by 11:30 am R12 PAYDAY	R13 PP END																																																																																												
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FY16 Deduction Start No Entry of 6/14-7/11 Begin Effective Dates for Contg Student Job Assn EPAFs (submit paper job form)	Run Intl Phptime R13 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ47 (R11-R14) E - 11:59 AM Validation Reports - OE Data Entry	Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct A - 5 PM	Nn/Nt: Derr/Dcon/Rextrct ADJ48 (R01-R14) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF	Preliminary FY16 Job Roll Reports Available Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc No R13 Adjustment or LR Entry	FY16 WRB Entry Deadline Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc	RUN R13 & REPORTS FY16 OE Health Care File Processing																																																																																												
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No Entry of 6/14-7/11 Begin Effective Dates for Contg Student Job Assn EPAFs (submit paper job form) PROD Outage for Upgrades: BHR 8.11.3 & 8.11.4, Posn Ctl 8.11.1, & ESS 8.11.2)	Prior FY Voided Checks to SW R13 Pulls to SW by 3:30 pm L6070 Prelim Leave Bank Report	ADJ49 (FY15 R11-R14)	Adj Pulls to SW by 11:30 am	No Job Assn Data Entry FY16 Job Roll Processing Last LR Run for CY14 ADJ50_a (CY14 LRs R15-26) ADJ50 (CY15 R11-R14) W2 Processing No R15-R26 ADJs	Run Intl Phptime R14 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct R13 PAYDAY E - 11:59 AM A - 5 PM	R14 PP END Last Day for FY15 Personal Holiday Leave Use (NR/XR) Nn/Nt: Derr/Dcon/Rextrct																																																																																												
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No Personal Holiday Use During R15 No Entry of Contg Student Job Assn EPAFs from 6/28-7/11 FY15 Retirement Rates Begin	FY16 Fut Job Change Rpts Nn/Nt: Derr/Dcon/Rextrct Final FY15 R01-R10 LR Run ADJ51 (FY15 R01-R13 Adjs/LRs & R14 Adj Entry Only) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF	UAOnline Outage @ 3pm Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Prf/Lv/Clc No R01-R14 Adj/LR Entry	<table border="1" style="margin: auto;"> <caption>May</caption> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <table border="1" style="margin: auto;"> <caption>July</caption> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>				S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
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July 2015

HR Processing Calendar

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<p style="text-align: center;">5</p> <p>No Entry of Contg Student Job Assn EPAFs from 6/28-7/11</p>	<p style="text-align: center;">6</p> <p>Fin Aid Feed - No R13-R14 Adj/LR Entry Until 10 am R14 Pulls to SW by 3:30 pm FY16 Budget Roll to Zero FY16 Wrking Bdgt Load FY16 Budget Activation L6070 Lv Bank Updt Rpts/JV Prep</p>	<p style="text-align: center;">7</p> <p>FY16 SB Rate Updates ADJ52 (FY16 R15 @ FY16 SB Rates)</p>	<p style="text-align: center;">8</p> <p>Adj Pulls to SW by 11:30 am FY15 SB Rate Updates ADJ53 FINAL FY15 LR & Pay Adjs (R11-R14) @ FY15 SB Rates - Use 6/30/15 post date</p>	<p style="text-align: center;">9</p> <p>Adj Pulls to SW by 11:30 am ADJ54 (FY16 R15 @ FY16 Rates)</p>	<p style="text-align: center;">10</p> <p>No Job Assn Data Entry FY16 Fut Job Rec Updts Adj Pulls to SW by 11:30 am R14 PAYDAY</p>	<p style="text-align: center;">11</p> <p style="text-align: center;">R15 PP END</p>																																																																																																								
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<p style="text-align: center;">12</p> <p>Run Intl Phptime R15 FY16 Job Effective Date (Sal Sched Begin Date) First Day for FY16 Personal Holiday Leave Use (NR only) R15 Holiday Accrual for Faculty on Contract Extension (F9/FN)</p>	<p style="text-align: center;">13</p> <p>FOAPAL Validation Report Monthly Data Integrity Rpts Nn/Nt: Derr/Dcon/Rextrct ADJ55 (FY16 R15-R16)</p>	<p style="text-align: center;">14</p> <p>Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct FY16 Personal Holiday Leave Accrual (NR only)</p>	<p style="text-align: center;">15</p> <p>Nn/Nt: Derr/Dcon/Rextrct ADJ56 (FY16 R15-R16) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF</p>	<p style="text-align: center;">16</p> <p>Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc</p>	<p style="text-align: center;">17</p> <p>Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc</p>	<p style="text-align: center;">18</p> <p style="text-align: center;">RUN R15 & REPORTS FY16 SB Rates FY15 Finance Close</p>																																																																																																								
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<p style="text-align: center;">19</p> <p>PROD Outage for Oracle 11.2.0.4 Upgrade 6AM-6PM</p>	<p style="text-align: center;">20</p> <p>R15 Pulls to SW by 3:30 pm</p>	<p style="text-align: center;">21</p> <p>ADJ57 (FY16 R15-R16) FY16 FTO Leave Accrual (A9/F9/FN)</p>	<p style="text-align: center;">22</p> <p>Adj Pulls to SW by 11:30 am</p>	<p style="text-align: center;">23</p> <p>ADJ58 (FY16 R15-R16 & CY15 R01-R14 Payroll Adjs Only @ FY16 SB Rates)</p>	<p style="text-align: center;">24</p> <p>Adj Pulls to SW by 11:30 am R15 PAYDAY</p>	<p style="text-align: center;">25</p> <p style="text-align: center;">R16 PP END</p>																																																																																																								
<p style="margin: 0;">No R01-R14 LRs</p>																																																																																																														
<p style="text-align: center;">26</p>	<p style="text-align: center;">27</p> <p>Run Intl Phptime R16 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ59 (R15-R17)</p>	<p style="text-align: center;">28</p> <p>Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct</p>	<p style="text-align: center;">29</p> <p>Nn/Nt: Derr/Dcon/Rextrct ADJ60 (R15-R17) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF</p>	<p style="text-align: center;">30</p> <p>Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Month End Processing Nt: Hr/Rs/Dov/Prf/Lv/Clc</p>	<p style="text-align: center;">31</p> <p>Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc</p>																																																																																																									
<p style="margin: 0;">E - 11:59 AM</p> <p style="margin: 0;">A - 5 PM</p> <p style="margin: 0;">No R16 Adjustment or LR Entry</p>																																																																																																														

August 2015

HR Processing Calendar

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						1 RUN R16 & REPORTS																																																																																																	
2	3 R16 Pulls to SW by 3:30 pm	4 ADJ61 (R15-R17)	5 Adj Pulls to SW by 11:30 am	6 ADJ62 (R15-R17)	7 Fin Aid Feed - No R15-R16 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am R16 PAYDAY	8 R17 PP END																																																																																																	
9	10 Run Intl Phptime R17 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ63 (R15-R18) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">E - 11:59 AM</div>	11 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">A - 5 PM</div>	12 Nn/Nt: Derr/Dcon/Rextrct ADJ64 (R15-R18) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	13 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">No R17 Adjustment or LR Entry</div>	14 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	15 RUN R17 & REPORTS																																																																																																	
16	17 Monthly Data Integrity Rpts R17 Pulls to SW by 3:30 pm	18 ADJ65 (R15-R18)	19 Adj Pulls to SW by 11:30 am	20 ADJ66 (CY15 R01-R14 Adjs & CY15 R15-R18) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">No R01-R14 LRs</div>	21 Adj Pulls to SW by 11:30 am R17 PAYDAY	22 R18 PP END Summer 2015 Effort Cert Period End																																																																																																	
23 Fall 2015 Effort Cert Period Begin	24 Run Intl Phptime R18 Nn/Nt: Derr/Dcon/Rextrct ADJ67 (R16-R19) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">E - 11:59 AM</div>	25 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">A - 5 PM</div>	26 Nn/Nt: Derr/Dcon/Rextrct ADJ68 (R15-R19) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF	27 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">No R18 Adjustment or LR Entry</div>	28 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	29 RUN R18 & REPORTS																																																																																																	
30	31 R18 Pulls to SW by 3:30 pm Month End Processing <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">Student Eligibility Report</div>	<div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 5px;"> <table style="font-size: 8px; border-collapse: collapse;"> <tr><th colspan="7">July</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table> </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 5px; margin-left: 20px;"> <table style="font-size: 8px; border-collapse: collapse;"> <tr><th colspan="7">September</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </table> </div>				July							S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		September							S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
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September 2015

HR Processing Calendar

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		1 ADJ69 (R16-R19)	2 Adj Pulls to SW by 11:30 am	3 ADJ70 (R16-R19)	4 Run Intl Phptime R19 Fin Aid Feed - No R17-R18 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrect R18 PAYDAY E - 5 PM	5 R19 PP END Nn/Nt: Derr/Dcon/ Rextrect																																																																																																									
6	7 LABOR DAY HOLIDAY	8 Nn/Nt: Derr/Dcon/Rextrect A - 5 PM	9 Nn/Nt: Derr/Dcon/Rextrect ADJ71 (R15-R20) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	10 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrect Nt: Hr/Rs/Dov/Prf/Lv/Clc No R19 Adjustment or LR Entry	11 Nn: Derr/Dcon/Rextrect/Prf/ Lv/Clc	12 RUN R19 & REPORTS																																																																																																									
13	14 Monthly Data Integrity Rpts R19 Pulls to SW by 3:30 pm	15 ADJ72 (R17-R20)	16 Adj Pulls to SW by 11:30 am	17 ADJ73 (CY15 R01-R14 Adjs & CY15 R17-R20) No R01-R14 LRs	18 Prelim L6070 Step Increase Report Adj Pulls to SW by 11:30 am R19 PAYDAY Regional CY2012-2014 W-2c Info to SW	19 R20 PP END																																																																																																									
20	21 Run Intl Phptime R20 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrect ADJ74 (R18-R21) E - 11:59 AM	22 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrect A - 5 PM	23 Nn/Nt: Derr/Dcon/Rextrect ADJ75 (R15-R21) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	24 Adj Pulls to SW by 11:30 am W2 Balancing Nn/Nt: Derr/Dcon/Rextrect Nt: Hr/Rs/Dov/Prf/Lv/Clc No R20 Adjustment or LR Entry	25 L6070 Step Increase Process Nn: Derr/Dcon/Rextrect/Prf/ Lv/Clc	26 RUN R20 & REPORTS																																																																																																									
27	28 R20 Pulls to SW by 3:30 pm	29 ADJ76 (R18-R21)	30 Adj Pulls to SW by 11:30 am Month End Processing Quarter 3 Processing	<table border="1" style="margin: 5px;"> <thead> <tr><th colspan="7">August</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <table border="1" style="margin: 5px;"> <thead> <tr><th colspan="7">October</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1 2 3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </tbody> </table>		August							S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						October							S	M	T	W	T	F	S							1 2 3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
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October 2015

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<p>11</p>	<p>12 Monthly Data Integrity Rpts R21 Pulls to SW by 3:30 pm</p>	<p>13 ADJ80 (R19-R22)</p>	<p>14 Adj Pulls to SW by 11:30 am</p>	<p>15 ADJ81 (CY15 R01-R14 Adjs & CY15 R19-R22)</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">No R01-R14 LRs</div>	<p>16 Fin Aid Feed - No R19-R21 Adj/LR Entry until 10 am Adj Pulls to SW by 11:30 am R21 PAYDAY</p>	<p>17 R22 PP END</p>																																																																																																						
<p>18</p>	<p>19 Run Intl Phptime R22 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ82 (R20-R23)</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">E - 11:59 AM</div>	<p>20 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">A - 5 PM</div>	<p>21 Nn/Nt: Derr/Dcon/Rextrct ADJ83 (R15-R23) Nt: Hr/Rs/Dov/Prf/Lv/Clc/MTF</p>	<p>22 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc Fall 2015 HR Extract (IR)</p>	<p>23 Nn: Derr/Dcon/Rextrct/Prf/Lv/Clc</p>	<p>24 RUN R22 & REPORTS</p>																																																																																																						
<p>25</p>	<p>26 R22 Pulls to SW by 3:30 pm</p>	<p>27 ADJ84 (R20-R23)</p>	<p>28 Adj Pulls to SW by 11:30 am</p>	<p>29 ADJ85 (R20-R23)</p>	<p>30 Adj Pulls to SW by 11:30 am Month End Processing W2 Balancing R22 PAYDAY</p>	<p>31 R23 PP END</p>																																																																																																						

November 2015

HR Processing Calendar

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1	2 Run Intl Phptime R23 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ86 (R21-R24) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">E - 11:59 AM</div>	3 Adj Pulls to SW by 11:30 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">A - 5 PM</div>	4 Nn/Nt: Derr/Dcon/Rextrct ADJ87 (R15-R24) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	5 Adj Pulls to SW by 11:30 am ADJ87_a (R15) Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">No R23 Adjustment or LR Entry</div>	6 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	7 RUN R23 & REPORTS																																																																																			
8	9 Monthly Data Integrity Rpts R23 Pulls to SW by 3:30 pm	10 ADJ88 (R21-R24)	11 Adj Pulls to SW by 11:30 am	12 ADJ89 (CY15 R01-R14 Adjs & CY15 R21-R24) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">No R01-R14 LRs</div>	13 Fin Aid Feed - No R22-R23 Adj/LR Entry until 10 am Adj Pulls to SW by 11:00 am R23 PAYDAY	14 R24 PP END																																																																																			
15	16 Run Intl Phptime R24 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ90 (R22-R25) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">E - 11:59 AM</div>	17 Adj Pulls to SW by 11:00 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">A - 5 PM</div>	18 Nn/Nt: Derr/Dcon/Rextrct ADJ91 (R15-R25) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	19 Adj Pulls to SW by 11:00 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">No R24 Adjustment or LR Entry</div>	20 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	21 RUN R24 & REPORTS																																																																																			
22 Server Load Balancing Maint.-multiple system outages possible 6AM- 2PM	23 R24 Pulls to SW by 3:30 pm	24 ADJ92 (R22-R25)	25 Adj Pulls to SW by 11:00 am	26 THANKSGIVING DAY HOLIDAY	27 HOLIDAY R24 PAYDAY	28 R25 PP END																																																																																			
29 RPTP Outage for Oracle 11.2.0.4 Upgrade 3PM- 11PM	30 Run Intl Phptime R25 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ93 (R23-R26) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">E - 11:59 AM</div>	<table border="1" style="margin: 0 auto;"> <caption>October</caption> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>		S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<table border="1" style="margin: 0 auto;"> <caption>December</caption> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>		S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
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		1 Adj Pulls to SW by 11:00 am Nn/Nt: Derr/Dcon/Rextrct W2 Balancing Month End Processing <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 5 PM</div>	2 Nn/Nt: Derr/Dcon/Rextrct ADJ94 (R15-R26) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	3 Adj Pulls to SW by 11:00 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; text-align: center;">No R25 Adjustment or LR Entry</div>	4 Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	5 RUN R25 & REPORTS																																																																																																										
6 <div style="border: 1px solid black; padding: 2px;">PROD Outage for Upgrades: HR 8.12.1.4; Gen 8.8; FA 8.23.1 & 8.24; FA SS 8.23.1 & 8.24; Student 8.8.3 & 8.8.4 Finance 8.10.1; WebTailor 8.8; XE DB 9.2 & 9.3; WebLogic for UAOnline & QMenu/ QAdhoc/QArchive</div>	7 Monthly Data Integrity Rpts R25 Pulls to SW by 3:30 pm	8 ADJ95 (R23-R26)	9 Adj Pulls to SW by 11:00 am	10 ADJ96 (CY15 R01-R14 Adjs & CY15 R23-26) <div style="border: 1px solid black; padding: 2px; text-align: center;">No R01-R14 LRs</div>	11 <div style="border: 1px solid black; padding: 2px;">Fin Aid Feed - No R24-R25 Adj/LR Entry until 10 am</div> Adj Pulls to SW by 11:00 am R25 PAYDAY	12 R26 PP END																																																																																																										
13	14 Run Intl Phptime R26 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct ADJ97 (R23-R26) <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 11:59 AM</div>	15 Adj Pulls to SW by 11:00 am Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 5 PM</div>	16 Nn/Nt: Derr/Dcon/Rextrct ADJ98 (R15-R26) Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	17 <div style="border: 1px solid black; padding: 2px;">No Labor Redistribution Entry until Further Notice</div> Adj Pulls to SW by 11:00 am Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc <div style="border: 1px solid black; padding: 2px; text-align: center;">No R26 Adjustment or LR Entry</div>	18 <div style="border: 1px solid black; padding: 2px;">No Labor Redistribution Entry until Further Notice</div> Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	19 RUN R26 & REPORTS W2 Balancing (2014 prgms)																																																																																																										
20 <div style="border: 1px solid black; padding: 2px;">PROD Outage for HR Regu- latory Release (BHR 8.12.2 & ESS 8.12.1) 6AM-2PM</div> W2 Balancing (2015 prgms) <div style="border: 1px solid black; padding: 2px;">No Labor Redistribution Entry until Further Notice</div>	21 R26 Pulls to SW by 10 am ADJ99 (R26 Pay Adjs Only - NO LRs)	22 Month End Processing Adj Pulls to SW by 11:00 am Regulatory Tax Updates (after Month End Process- ing completed) <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 11:59 AM</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 10 PM</div>	23 Run Intl Phptime R01 FOAPAL Validation Report Nn/Nt: Derr/Dcon/Rextrct <div style="border: 1px solid black; padding: 2px; text-align: center;">E - 11:59 AM</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">A - 10 PM</div>	24 HOLIDAY R26 PAYDAY	25 CHRISTMAS HOLIDAY	26 R01 PP END Nn/Nt: Derr/Dcon/ Rextrct																																																																																																										
27 <div style="border: 1px solid black; padding: 2px;">No Labor Redistribution Entry until Further Notice</div>	28 Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc/ MTF	29 RPTP Refresh of Payroll Process Snapshots at 5AM Nn/Nt: Derr/Dcon/Rextrct Nt: Hr/Rs/Dov/Prf/Lv/Clc	30 RPTP Refresh of Payroll Process Snapshots at 5AM Nn: Derr/Dcon/Rextrct/Prf/ Lv/Clc	31 HOLIDAY																																																																																																												
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