

METROPOLITAN STATE UNIVERSITY OF DENVER

Office of Human Resources
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**First and Last Workday for Work Study
Fall Semester – August 2 – December 12, 2020**

**SEMI-MONTHLY PAYROLL SCHEDULE
FOR FALL 2020**

This schedule covers ALL employees who are on the Semi-monthly payroll.

<u>SM</u>	<u>PAYROLL PERIODS</u>	<u>TIMESHEETS DUE</u> DEADLINE: 11:59 PM	<u>APPROVALS DUE</u> DEADLINE: 11:59 PM	<u>PAYDAYS</u>	<u>ePAF Submission</u> <u>Deadlines</u> DUE BY 5:00PM
16	August 2 – 15, 2020	August 17, 2020	August 18, 2020	August 31, 2020	<i>July 16, 2020</i>
17	August 16 - 31, 2020	September 1, 2020	September 2, 2020	September 15, 2020	<i>August 3, 2020</i>
18	September 1 - 15, 2020	September 16, 2020	September 17, 2020	September 30, 2020	<i>August 17, 2020</i>
19	September 16 - 30, 2020	October 1, 2020	October 2, 2020	October 15, 2020	<i>September 1, 2020</i>
20	October 1 - 15, 2020	October 16, 2020	October 19, 2020	October 30, 2020	<i>September 16, 2020</i>
21	October 16 - 31, 2020	November 2, 2020	November 3, 2020	November 13, 2020	<i>October 1, 2020</i>
22	November 1 - 15, 2020	November 16, 2020	November 17, 2020	November 30, 2020	<i>October 16, 2020</i>
23	November 16 - 30, 2020	December 1, 2020	December 2, 2020	December 15, 2020	<i>November 2, 2020</i>
24	December 1 - 12, 2020	December 14, 2020	December 15, 2020	December 31, 2020	<i>November 16, 2020</i>

***SPRING (SM 1) ePAF’S (ELECTRONIC PERSONNEL ACTION FORMS) ARE DUE ON DECEMBER 1, BY 5:00PM**

❖❖FALL SEMESTER ENDS DECEMBER 12, 2020❖❖

Work-study students may begin to earn their SPRING 2021 award on December 13, 2020

TIMESHEET & APPROVAL REMINDERS: Can be downloaded from the [Student Employment Calendar](#)

PAY CHECK PICK-UP: Cashier’s Office – Student Success Building- Room 150. Please bring photo ID.

Additional information on student employment can be found at: [Student Employment Portal](#)