

JANUARY 2017

12/2016 MK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 UCF CLOSED	3 Payroll Window opens at 8AM	4	5 Off-Cycles due in HR by 3PM	6 Pay Day NEO Direct Deposit forms due in HR for PPE 01/12/17	7
8	9 Off-Cycles due in HR by 3PM	10 Retroactive payment requests due in HR by 10AM Salary Supplements due in HR for PPE 01/12/17 ePAF Channel paused at noon	11 EPAF must be submitted to HR for PPE 01/26/17	12 Pay Period Ends Payroll Window closes at 2PM	13	14
15	16 UCF CLOSED	17 *	18 Payroll Window opens at 8AM	19 Off-Cycles due in HR by 3PM	20 PAY DAY NEO	21
22	23 Direct Deposit forms due in HR for PPE 01/26/17	24 Off-Cycles due in HR by 3PM	25 Retroactive payment requests due in HR by 10AM Salary Supplements due in HR for 01/26/17 ePAF Channel paused at noon EPAF must be submitted to HR for PPE 02/09/17	26 Pay Period Ends	27 Payroll Window closes at 2PM	28
29	30	31				

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