

THIS CALENDAR IS FOR CENTRAL USE ONLY
PPS Deadlines
January - December 2018
Campus Shared Service clients should refer to CSS deadlines

CYCLE	PAY CYCLE END DATE	HCM FINAL TO SET UP ROSTER FOR BEGINNING OF CYCLE	TIME/LEAVE ROSTERS AVAILABLE	CALTIME TIMEKEEPER SIGN OFF	AYSO FINAL DEADLINE	HCM FINAL UPDATE FOR PAY POSITIVE TIME EMPLOYEES (For Manual Pay)	HCM FINAL UPDATE FOR PAY EXCEPTION TIME EMPLOYEES	OPTRS FINAL DEADLINE	CHECK DATE	PPP5302 LEDGER MONTH
B2	01/13/18	01/09/18	01/11/18	01/17/18	01/17/18 (3PM)	01/17/18	N/A	01/18/18	01/24/18	JANUARY
MO	01/31/18	01/16/18	01/18/18	02/15/18	01/24/18 (3PM)	01/24/18	01/25/18	01/25/18	02/01/18	
B1	01/27/18	01/23/18	01/25/18	01/31/18	01/31/18 (3PM)	01/31/18	N/A	02/01/18	02/07/18	
B2	02/10/18	02/06/18	02/08/18	02/13/18	02/13/18 (3PM)	02/13/18	N/A	02/14/18	02/21/18	FEBRUARY
MO	02/28/18	02/12/18	02/14/18	03/16/18	02/21/18 (3PM)	02/21/18	02/22/18	02/22/18	03/01/18	
B1	02/24/18	02/20/18	02/22/18	02/28/18	02/28/18 (3PM)	02/28/18	N/A	03/01/18	03/07/18	
B2	03/10/18	03/06/18	03/08/18	03/14/18	03/14/18 (3PM)	03/14/18	N/A	03/15/18	03/21/18	MARCH
MO	03/31/18	03/13/18	03/15/18	04/16/18	03/21/18 (3PM)	03/21/18	03/22/18	03/22/18	03/29/18	
B1	03/24/18	03/20/18	03/22/18	03/27/18	03/27/18 (3PM)	03/27/18	N/A	03/28/18	04/04/18	
B2	04/07/18	04/03/18	04/05/18	04/11/18	04/11/18 (3PM)	04/11/18	N/A	04/12/18	04/18/18	APRIL
MO	04/30/18	04/13/18	04/17/18	05/15/18	04/23/18 (3PM)	04/23/18	04/24/18	04/24/18	05/01/18	
B1	04/21/18	04/17/18	04/19/18	04/25/18	04/25/18 (3PM)	04/25/18	N/A	04/26/18	05/02/18	
B2	05/05/18	05/01/18	05/03/18	05/09/18	05/09/18 (3PM)	05/09/18	N/A	05/10/18	05/16/18	MAY
MO	05/31/18	05/11/18	05/15/18	06/15/18	05/21/18 (3PM)	05/21/18	05/22/18	05/22/18	06/01/18	
B1	05/19/18	05/15/18	05/17/18	05/22/18	05/22/18 (3PM)	05/22/18	N/A	05/23/18	05/30/18	
B2	06/02/18	05/29/18	05/31/18	06/06/18	06/06/18 (3PM)	06/06/18	N/A	06/07/18	06/13/18	JUNE
B1	06/16/18	06/12/18	06/14/18	06/20/18	06/20/18 (3PM)	06/20/18	N/A	06/21/18	06/27/18	
MO	06/30/18	06/13/18	06/15/18	07/16/18	06/21/18 (3PM)	06/21/18	06/22/18	06/22/18	06/29/18	
B2	06/30/18	06/26/18	06/28/18	07/03/18	07/04/18 (3PM)	07/04/18	N/A	07/05/18	07/11/18	
B1	07/14/18	07/10/18	07/12/18	07/18/18	07/18/18 (3PM)	07/18/18	N/A	07/19/18	07/25/18	JULY
MO	07/31/18	07/16/18	07/18/18	08/17/18	07/24/18 (3PM)	07/24/18	07/25/18	07/25/18	08/01/18	
B2	07/28/18	07/24/18	07/26/18	08/01/18	08/01/18 (3PM)	08/01/18	N/A	08/02/18	08/08/18	
B1	08/11/18	08/07/18	08/09/18	08/15/18	08/15/18 (3PM)	08/15/18	N/A	08/16/18	08/22/18	AUGUST
MO	08/31/18	08/15/18	08/17/18	09/17/18	08/23/18 (3PM)	08/23/18	08/24/18	08/24/18	08/31/18	
B2	08/25/18	08/21/18	08/23/18	08/28/18	08/28/18 (3PM)	08/28/18	N/A	08/29/18	09/05/18	
B1	09/08/18	09/04/18	09/06/18	09/12/18	09/12/18 (3PM)	09/12/18	N/A	09/13/18	09/19/18	SEPTEMBER
MO	09/30/18	09/13/18	09/17/18	10/15/18	09/21/18 (3PM)	09/21/18	09/24/18	09/24/18	10/01/18	
B2	09/22/18	09/18/18	09/20/18	09/26/18	09/26/18 (3PM)	09/26/18	N/A	09/27/18	10/03/18	
B1	10/06/18	10/02/18	10/04/18	10/10/18	10/10/18 (3PM)	10/10/18	N/A	10/11/18	10/17/18	OCTOBER
MO	10/31/18	10/15/18	10/17/18	11/14/18	10/23/18 (3PM)	10/23/18	10/24/18	10/24/18	11/01/18	

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B2	10/20/18	10/16/18	10/18/18	10/24/18	10/24/18 (3PM)	10/24/18	N/A	10/25/18	10/31/18	
B1	11/03/18	10/30/18	11/01/18	11/06/18	11/06/18 (3PM)	11/06/18	N/A	11/07/18	11/14/18	NOVEMBER
B2	11/17/18	11/09/18	11/14/18	11/19/18 after Noon	11/19/18 (3PM)	11/19/18	N/A	11/20/18	11/28/18	
MO	11/30/18	11/13/18	11/15/18	12/13/18	11/20/18 (3PM)	11/20/18	11/21/18	11/21/18	11/30/18	
B1	12/01/18	11/27/18	11/29/18	12/05/18	12/05/18 (3PM)	12/05/18	N/A	12/06/18	12/12/18	DECEMBER
B2	12/15/18	12/07/18	12/11/18	12/14/18 after Noon	12/14/18 (3PM)	12/14/18	N/A	12/17/18	12/26/18	
MO	12/31/18	12/11/18	12/13/18	01/14/19	12/19/18 (3PM)	12/19/18	12/20/18	12/20/18	01/02/19	
B1	12/29/18	12/17/18	12/19/18	1/2/2019 after Noon	01/02/19 (3PM)	01/02/19	N/A	01/03/19	01/09/19	

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