

# January 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1 University Holiday	2	3	4 BP Final Approval Deadline	5 BW1 Day 1**	6
7	8 BW1 Day 2	9 BW1 Day 3 / Complete	10	11	12 BW1 Payday	13
14	15 University Holiday	16 BP Final Approval Deadline	17 BW2 Day 1	18 BW2 Day 2	19 BW2 Day 3 / Complete	20
21 *BP Final Approval Deadline	22 MO1 Day 1	23 MO1 Day 2	24 MO1 Day 3 / Complete Finance Month Close	25	26 BW2 Payday	27
28	29	30 BP Final Approval Deadline	31 BW3 Day 1 MO1 Payday	1 BW3 Day 2	2 BW3 Day 3 / Complete	3

4	5	Notes	<p>*Operational support or approvals may be limited for business processes initiated during weekends and university holidays</p> <p>**Starting biweekly processing for BW1 later in support of year end processing.</p>			
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# February 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30 BP Final Approval Deadline	31 BW3 Day 1 MO1 Payday	1 BW3 Day 2	2 BW3 Day 3 / Complete	3
4	5	6	7	8	9 BW3 Payday	10
11	12	13 BP Final Approval Deadline	14 BW4 Day 1	15 BW4 Day 2	16 BW4 Day 3 / Complete	17
18	19	20 BP Final Approval Deadline	21 MO2 Day 1	22 MO2 Day 2	23 BW4 Payday MO2 Day 3 / Complete Finance Month Close	24
25	26	27 BP Final Approval Deadline	28 BW5 Day 1	29 BW5 Day 2 MO2 Payday	1 BW5 Day 3 / Complete	2

3	4	Notes
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# March 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27 BP Final Approval Deadline	28 BW5 Day 1	29 BW5 Day 2 MO2 Payday	1 BW5 Day 3 / Complete	2
3	4	5	6	7	8 BW5 Payday	9
10	11	12 BP Final Approval Deadline	13 BW6 Day 1	14 BW6 Day 2	15 BW6 Day 3 / Complete	16
17	18	19 BP Final Approval Deadline	20 MO3 Day 1	21 MO3 Day 2	22 BW6 Payday MO3 Day 3 / Complete	23
24	25	26 BP Final Approval Deadline	27 BW7 Day 1	28 BW7 Day 2	29 BW7 Day 3 / Complete Finance Month Close MO3 Payday	30
31	1	<i>Notes</i>				

# April 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2	3	4	5 BW7 Payday	6
7	8	9 BP Final Approval Deadline	10 BW8 Day 1	11 BW8 Day 2	12 BW8 Day 3 / Complete	13
14	15	16 BP Final Approval Deadline	17 MO4 Day 1	18 MO4 Day 2	19 BW8 Payday MO4 Day 3 / Complete	20
21	22	23 BP Final Approval Deadline	24 BW9 Day 1	25 BW9 Day 2	26 BW9 Day 3 / Complete Finance Month Close	27
28	29	30 MO4 Payday	1	2	3 BW9 Payday	4

5	6	<i>Notes</i>
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# May 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30 MO4 Payday	1	2	3 BW9 Payday	4
5	6	7 BP Final Approval Deadline	8 BW10 Day 1	9 BW10 Day 2	10 BW10 Day 3 / Complete	11
12	13	14 BP Final Approval Deadline	15 MO5 Day 1	16 MO5 Day 2	17 BW10 Payday MO5 Day 3 / Complete	18
19	20	21 BP Final Approval Deadline	22 BW11 Day 1	23 BW11 Day 2	24 BW11 Day 3 / Complete Finance Month Close	25
26	27 University Holiday	28	29	30	31 BW11 Payday MO5 Payday	1

2	3	<i>Notes</i>
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# June 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27 University Holiday	28	29	30	31 BW11 Payday MO5 Payday	1
2	3	4 BP Final Approval Deadline	5 BW12 Day 1	6 BW12 Day 2	7 BW12 Day 3 / Complete	8
9	10	11 BP Final Approval Deadline	12 MO6 Day 1	13 MO6 Day 2	14 BW12 Payday MO6 Day 3 / Complete	15
16	17	18	19 University Holiday *BP Final Approval Deadline	20 BW13 Day 1	21 BW13 Day 2 / Complete Finance Month Close	22
23	24	25	26	27	28 BW13 Payday MO6 Payday	29
30	1	<i>Notes</i> *Operational support or approvals may be limited for business processes initiated during weekends and university holidays				

# July 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	1	2	3	4 University Holiday *BP Final Approval Deadline	5 BW14 Day 1**	6
7	8 BW14 Day 2	9 BW14 Day 3 / Complete	10	11	12 BW14 Payday	13
14	15	16 BP Final Approval Deadline	17 BW15 Day 1	18 BW15 Day 2	19 BW15 Day 3 / Complete	20
21 *BP Final Approval Deadline	22 MO7 Day 1	23 MO7 Day 2	24 MO7 Day 3 / Complete Finance Month Close	25	26 BW15 Payday	27
28	29	30 BP Final Approval Deadline	31 BW16 Day 1 MO7 Payday	1 BW16 Day 2	2 BW16 Day 3 / Complete	3

4	5	Notes	<p>*Operational support or approvals may be limited for business processes initiated during weekends and university holidays</p> <p>**Starting biweekly processing for BW14 later due to holiday.</p>			
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# August 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30 BP Final Approval Deadline	31 BW16 Day 1 MO7 Payday	1 BW16 Day 2	2 BW16 Day 3 / Complete	3
4	5	6	7	8	9 BW16 Payday	10
11	12	13 BP Final Approval Deadline	14 BW17 Day 1	15 BW17 Day 2	16 BW17 Day 3 / Complete	17
18	19	20 BP Final Approval Deadline	21 MO8 Day 1	22 MO8 Day 2	23 BW17 Payday MO8 Day 3 / Complete	24
25	26	27 BP Final Approval Deadline	28 BW18 Day 1	29 BW18 Day 2	30 BW18 Day 3 / Complete Finance Month Close MO8 Payday	31
1	2 University Holiday	<i>Notes</i>				



# September 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 University Holiday	3	4	5	6 BW18 Payday	7
8	9	10 BP Final Approval Deadline	11 BW19 Day 1	12 BW19 Day 2	13 BW19 Day 3 / Complete	14
15	16	17 BP Final Approval Deadline	18 MO9 Day 1	19 MO9 Day 2	20 BW19 Payday MO9 Day 3 / Complete	21
22	23	24 BP Final Approval Deadline	25 BW20 Day 1	26 BW20 Day 2	27 BW20 Day 3 / Complete Finance Month Close	28
29	30 MO9 Payday	1	2	3	4 BW20 Payday	5
6	7	<i>Notes</i>				

# October 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30 MO9 Payday	1	2	3	4 BW20 Payday	5
6	7	8 BP Final Approval Deadline	9 BW21 Day 1	10 BW21 Day 2	11 BW21 Day 3 / Complete	12
13	14	15 BP Final Approval Deadline	16 MO10 Day 1	17 MO10 Day 2	18 BW21 Payday MO10 Day 3 / Complete	19
20	21	22 BP Final Approval Deadline	23 BW22 Day 1	24 BW22 Day 2	25 BW22 Day 3 / Complete Finance Month Close	26
27	28	29	30	31 MO10 Payday	1 BW22 Payday	2

3	4	<i>Notes</i>
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# November 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31 MO10 Payday	1 BW22 Payday	2
3	4	5 BP Final Approval Deadline	6 BW23 Day 1	7 BW23 Day 2	8 BW23 Day 3 / Complete	9
10	11 University Holiday	12 BP Final Approval Deadline	13 MO11 Day 1	14 MO11 Day 2	15 BW23 Payday MO11 Day 3 / Complete	16
17	18	19 BP Final Approval Deadline	20 BW24 Day 1	21 BW24 Day 2	22 BW24 Day 3 / Complete Finance Month Close	23
24	25	26	27	28 University Holiday	29 University Holiday BW24 Payday MO11 Payday	30

1	2	<i>Notes</i>
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