

**CAREER GATEWAY TIMESHEET SCHEDULE:  
January – June 2024 (Fiscal Year Ending)**

<u>Pay Period Dates</u>	<u>PPE: Time Sheet Due Date (5:00PM)</u>	<u>Pay Date</u>
12/18/2023 - 12/31/2023	Thursday 12/21/2023 No later than 12:00 PM	Tuesday 01/09/2024
01/01/2024 - 01/14/2024	Friday 01/12/2024 No later than 12:00 PM	Tuesday 01/23/2024
01/15/2024 - 01/28/2024	Friday 01/26/2024	Tuesday 02/06/2024
01/29/2024 - 02/11/2024	Friday 02/09/2024	Tuesday 02/20/2024
02/12/2024 - 02/25/2024	Friday 02/23/2024	Tuesday 03/05/2024
02/26/2024 - 03/10/2024	Friday 03/08/2024	Tuesday 03/19/2024
03/11/2024 - 03/24/2024	Friday 03/22/2024	Tuesday 04/02/2024
03/25/2024 - 04/07/2024	Friday 04/05/2024	Tuesday 04/16/2024
04/08/2024 - 04/21/2024	Friday 04/19/2024	Tuesday 04/30/2024
04/22/2024 - 05/05/2024	Friday 05/03/2024	Tuesday 05/14/2024
05/06/2024 - 05/19/2024	Friday 05/17/2024	Tuesday 05/28/2024
05/20/2024 - 06/02/2024	Friday 05/31/2024	Tuesday 06/11/2024
06/03/2024 - 06/16/2024	Friday 06/14/2024	Tuesday 06/25/2024
06/17/2024 - 06/30/2024	Friday 06/28/2024	Tuesday 07/09/2024

**\*During holiday periods & when the fiscal year ending splits dates within a pay period, timesheets may be requested earlier than or outside of the usual due dates & timeframes.\***

**Notification will be provided if the timesheet due dates change based on revised payroll deadline and holidays.**